

Wissam mohammed enad

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Iraq, Erbil

-:Objective

Seeking a challenging career with a progressive organization that provides an opportunity to capitalize my technical skills and abilities in field's administration and office management and to grow along with the organization and become a professional of excellent repute by effectively contributing towards the goal of .organization

-:Education

B. Sc. Banking and financial Sciences /Accountant College of Knowledge University -
.(in Al-unbar since, (2016-2017

.Graduate of Computer institute of the Swedish academy -

.Graduate of the English Institute of Cambridge, U.K -

-:Experience

I worked in the company convertible financial Abo-aldehen treasurer, from -
..((2012-2014

..(I worked manager management in the coffee shop, from (2014-2018 -

-:Technical Skills

.Very good in accounting price sis and Administration -
(Very good in Microsoft Office product (Word and Excel -
.Very good in Microsoft Windows Administration -

- .Very good in E-mail management and Internet exploring and searches -
- .Very good in Document and filing management -
- .Very good in Team work follow up and very good communication -

-:Languages

- .Arabic: - Mother language -
- .English: - Good reading and writing -
- .Kurdish: - Good in understanding and speaking -

-:Skills and Abilities

- .The ability to carry working pressure -
- .The ability to work within one team and help others -
- .The possibility of a quick to learn and absorption skills development -