

## Curriculum Vitae (C.V)

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“AL MUSTANCIRYAH University- Science Colleague”



#### The Objective

To apply my analytical experts and skills towards a challenging and rewarding experience in the business, money and banking field.

#### Personal Information

<b>Name</b>	<b>FARAH FALIH HASSAN</b>
<b>Current address</b>	Baghdad – Al- saydiah - Dhi qar District
<b>Mobil No.</b>	<b>+964 7510347368 - +964 7714622391</b>
<b>E-Mail</b>	<b><a href="mailto:hanan14wazan@gmail.com">hanan14wazan@gmail.com</a></b>
<b>Date of Birth</b>	<b>19/06/1984</b>
<b>Nationality</b>	<b>Iraqi</b>
<b>Material Status</b>	<b>single</b>
<b>Gender</b>	<b>Female</b>
<b>Religion</b>	<b>Muslim</b>

#### Language

Language	Speaking	Writing	Reading
<b>English</b>	fluent	Very Good	Very Good
<b>Arabic</b>	Excellent	Excellent	Excellent
<b>Kurdish</b>	Good	Good	Good

#### Education Information

<b>Name of University</b>	AL Mustanciryah University
<b>Major</b>	Science Colleague
<b>Minor</b>	Computer Science Department
<b>Year of Graduation</b>	2005-2006

## Skills

- 1-Computer:** Excellent control over Windows XP, Windows7.
- 2-Microsoft Office** (Word, Excel, PowerPoint, Outlook).
- 3- Use internet and electronic correspondence** freely.
- 4-Tactful speaker.**
- 5-Hard working.**
- 6-Committed and self-motivated.**

## Experiences

I have Experience for below points:

**1- M.O.E in management and commercial departments. ( 6 Years' Experience ) .**

**2- CIHAN BANK \ International Department. ( 6 Years' Experience )**

**My Duties was as in below:**

- **L/C'S (standby & commercial) management (Editing more than 250 L/C drafts).**
- **L/G'S management.**
- **Remittances Execution (Executed more than 1000 remittances).**
- **Foreign balances reconciliation maker and then as an auditor .**
- **shipping documents examination (Examined more than 300 set of shipping documents) .**
- **execution of more than 150 documentary collections transactions .**
- **with Class B signature validity.**

## COURSES

- **Training course about computer fundamentals and software.**
- **Training course about fundamentals of LC management Sponsored by Cihan University.**
- **Training course about using Microsoft Word, Excel.**  
**Work shop in documentary credits and Documentary Collection which was held in Amman Sponsored by Union of Arab Banks by Professor Jack Sabonji.**
- **training course in documentary credits fundamentals held by center of banking studies in central bank of Iraq lectured by Mr. Ayman fawzi Mohamed expert in business operations.**

- Advance training course in documentary credits held by center of banking studies in central bank of Iraq lectured by Mr. ayman fawzi mohamed expert in business operations in T.B.I
- A workshop in islamic financing formulas, which was established by the Jordanian com. of certified consultants for management and technical consultancy, attended by dr. Abdullah Attiyah, PhD. in Islamic accounting.
- a three-month training course in professional financial accounting held by the oxford academy for training and consulting and successfully passing the test.
- ISO 9001: 2015 certified by IQDC

Thanks  
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