

Resume

FATIMA MOHAMMED

About Me

I seek to work with reputed and well-known organization in a position that suits my experience and education. I am punctual, hard worker, and a very committed person that may help you reach the desired results. Moreover, I have the ability to deal with difficult customers and resolve conflict. I have experience in Customer Service at banks.



Experience History

March 2019 _ April 2019	Reynaers Accountant (Training)
June 2018 – Aug 2018	Bank of Bahrain and Kuwait Customer Service Representative
June 2014	Gulf Petrochemical Industries Company (GPIC) Community Services

Get in Touch



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Education History

2019	ALMI Professional certification-LOMA
2014 – 2018	University of Bahrain B.Sc. in Accounting – Minor in Finance
2011 – 2014	Sitra Secondary School

Personal Information

Marital Status	Married
Date of Birth	1 November, 1996
Nationality	Bahraini
CPR No.	961100117
Religion	Muslim

Skills and Languages

Skills		Languages
Teamwork	Using Microsoft package:	Arabic
People	▪ Microsoft Word	▪ Read, Write, Speak
Willing to learn and work hard with strong work ethics.	▪ Microsoft Excel	English
Customer Service	▪ Microsoft Access	▪ Read, Write, Speak
Financial Analysis	▪ Font Page	
Financial reporting	▪ Microsoft PowerPoint	
Ability to manage and complete multiple tasks.	▪ Visio and Microsoft Publisher	

References

Available on request