

Rawan Alhelaibi



Personal information

Birthdate

13th July 1998

Residence

sanad, northern Government

Address

House 3063, Road 4558, Block 645

Contact Number

00973-37334266

E-mail

Ronz33@hotmail.com

Nationality

Bahraini

Achievements

**Achievement**

2015 – Honored as an outstanding Student at Omaima Secondary school in Accounting, scored 92/100

Volunteer work

VOLUNTEER IN FAMILY DAY

Omaima Secondary School | 2014

Worked as a volunteer on family day in Alramli mall, distributing gifts

Education

2015 - Present	Bachelor in Logistics Management Bahrain Polytechnic, Isa Town
2016	ICDL Profile Certificate ICDL Arabia , Bahrain word processing , spreadsheets, computer essential and online essentials
2015	IELTS Certificate 5.5 British Council
2012 - 2015	Secondary School Certificate Omaima Bint Alnuaman commercial Secondary school , Isa Town Studies in Accounting and Business

Skills

IT		Research	
Word processing	<div><div></div></div>	writing reports	<div><div></div></div>
Spread Sheet	<div><div></div></div>		
Computer Essentials	<div><div></div></div>		
Online Essentials	<div><div></div></div>		
communication			
Presentation	<div><div></div></div>		
conferences	<div><div></div></div>		
Interviews	<div><div></div></div>		

Language



Arabic



English

Interpersonal

Highly Organized and Motivated
Able to Meet Targets of the company under high pressure
Excellent communication and person to person skills