



# ESRAA HAMEED ALJABAL

 Sanabis  
House:825  
Road:620  
Block:406

 +97335690912  
 esra2\_95@outlook.com

**Fresh Graduate** with degree in **Accounting**, **looking** to join a professional Organization where my skills and knowledge will be fully utilized enabling professional and personal growth.

## EDUCATION

2013 - 2018	<b>Unversity Of Bahrain</b> B.Sc Accounting & Finance [GPA 3.21/4]
2010 - 2013	<b>Khawla Secondary School</b> Secondary certificate Commerial sector [GPA 94.6/100]

## EXPERIENCE

07.2018 - 08.2018	<b>Labour Market Regulatory Authority</b> Working in finance Department for two months
	<ul style="list-style-type: none"><li>Dealing with Dynamics Microsoft GP 2016</li><li>Dealing with daily transication</li><li>Contact with the companies by email/telephone</li></ul>

## SKILLS

- ✓ Good communication - written and oral skills
- ✓ Excellent conceptual and analytical skills
- ✓ Effective interpersonal skills
- ✓ Leadership skills

## SOFTWARE SKILLS

Microsoft Office	● ● ● ● ● ●
Fully capable of using the internet	● ● ● ● ● ●

## PERSONALITY

- |                         |               |
|-------------------------|---------------|
| ✓ Communicative         | ✓ Punctuality |
| ✓ Creativity            | ✓ Organized   |
| ✓ Sharp & quick learner |               |

## LANGUAGES

English (Speak & Write)	● ● ● ● ● ●
Arabic (Speak & Write)	● ● ● ● ● ●

## HOBBY



Photography



Surfing the internet



Reading

## PERSONAL INFORMATION

- Nationality:** Bahraini
- Date Of Birth:** August 23,1995
- Marital Status:** Married