

# Fatema Mohammed Al-Omran



## PROFILE

**Date of Birth**  
03 August 1994

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**Address**  
Saar - Kingdom of Bahrain

## LANGUAGES

- **Arabic** - Native Proficiency
- **English** - Full Proficiency

## SOCIAL MEDIA

 Fatema Al-Omran

## OBJECTIVE

Initiate my professional career and energetically serve an organization in a team environment and utilize my professional and interpersonal skills while accumulating experience in a variety of fields.

## EDUCATIONAL QUALIFICATION

- |   |                       |
|---|-----------------------|
| • <b>B.Sc. In Banking &amp; Finance / Accounts</b><br>2015 – 2019 | University of Bahrain |
| • <b>Diploma Degree in Commercial studies</b><br>2012 – 2015      | University of Bahrain |

## ACHIVEMENTS & AWARDS

- |  |                                    |
|--|------------------------------------|
| • <b>Certificate course in Computerized accounting "Quickbooks Enterprise"</b><br>2019 | ICS for IT and Business solutions. |
| • <b>Practical Certificate "Communication skills workshop"</b><br>2019                 | University of Bahrain              |
| • <b>Attendance certificate "Head Start Workshop"</b><br>2016                          | University of Bahrain              |
| • <b>Attendance certificate "Blow your Mind"</b><br>2015                               | University of Bahrain              |
| • <b>Attendance certificate "Personal Finance program"</b><br>2015                     | University of Bahrain              |
| • <b>Participation certificate "Activities Events"</b><br>2014                         | Jid'hafs Youth Center              |

## WORKING EXPERIENCE

- |  |  |
|--|--|
| • <b>Training . Accounting Assistant</b><br>Aug 2020 - Sep 2020          | Dyar al-Massa Trading est.               |
| • <b>Training . Internal Audit Department</b><br>Mar 2019 - Jun 2019     | Inovest Co.                              |
| • <b>Training . Physical education Department</b><br>Aug 2015 - Dec 2015 | University of Bahrain                    |
| • <b>Social Services</b><br>Jun 2010                                     | Northern Governate<br>Kingdom of Bahrain |

## SKILLS

### Personal skills

- Ability to learn and adapt to new systems quickly
- Team Working

### Professional skills

- Knowledge in Quickbooks accounting software
- Knowledge in Microsoft Office Applications.