

# Marwa Ahmed Hasen Hubail

## Accountant



### Career Objective

Motivated accounting graduate with a deep knowledge in accounting, auditing and corporate finance seeks developing my position at a reputable organization which will benefit from my skills. Furthermore, will help me in getting the experience needed to implement my major studies, improveing my skills, and to achive organizational objectives.

### Skills

- Focus
- Team work
- Good Communication skills
- Microsoft Office
- Time Management
- Analyzing financial reports

### Contact

#### Address:

Villa 17 , Road 608 , Block 801 ,  
Sitra .

#### Phone:

+973 33624426

#### Email:

[marwaali.92@outlook.com](mailto:marwaali.92@outlook.com)

#### CPR:

921201265

### Languages

- ✓ Arabic: Native
- ✓ English: Very good

### Hobbies

- ✓ Internet Browsing
- ✓ Reading

### Experience

**( ACCOUNTANT) Al Fares Food Packing Factory**  
*June 2017 to June 2019*

- *Preparing Journals, and cheque payment vouchers.*
- *Preparation of Payment vouchers.*
- *Monitor and reconcile petty cash fund.*
- *Balance cash and receipts; prepare deposits.*
- *Making invoices .*
- *Perform a variety of general clerical duties including typing, maintaining files and records, and processing the mail.*
- *Enter updated information into the database.*
- *Input documents into computerized accounting program.*

**( ACCOUNTANT ) Hussain Ali Trade center**  
*Sept 2016 to May 2017*

- *Preparing Journals, and cheque payment vouchers*
- *Preparation of Payment vouchers.*
- *Balance cash and receipts; prepare deposits.*
- *Perform a variety of general clerical duties including typing, maintaining files and records, and processing the mail.*

**Internal Audit (Deloitte & Touche...)**  
*Internship two months*

### Education

- Bachelor of Science: Collage of Business Administration, Accounting –  
2015 – Over All Gpa : 3.12 out of 4.00

### References

- Available upon request.

2030  
البحرين  
BAHRAIN

UNIVERSITY OF BAHRAIN

جامعة البحرين



الدر  
الثاني

Deanship of Admission & Registration

عمادة القبول والتسجيل

No: 1830/2015

Date: 12/10/2015

### TO WHOM IT MAY CONCERN

This is to certify that MARWA AHMED HASAN HUBAIL (ST.#20101070) was enrolled as a full-time undergraduate student in the College of Business Administration, University of Bahrain. She successfully completed the graduation requirements for the B.Sc. in Accounting at the end of the Summer Session 2014/2015, with a cumulative GPA of 3.12 out of 4. She will receive her certificate as soon as it is endorsed by the University Council.

This letter has been issued upon her request.

Sincerely,

*[Handwritten signature]*

**Prof. A.Rahim Mohamed Abbas**  
**Acting Dean**  
**Deanship of Admissions and Registration**



P.O. Box: 32038 - Kingdom of Bahrain  
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صندوق بريد: ٣٢٠٣٨ - مملكة البحرين  
هاتف: ١٧٤٣٧١١١ (+٩٧٣)  
فاكس: ١٧٤٤٩٨٣٣ (+٩٧٣)



الرقم : ع/7086/2014

التاريخ : ٢٠١٥/١٠/١٢م

إلى من يهمه الأمر

تفيد عمادة القبول والتسجيل بجامعة البحرين أن الطالبة مروه احمد حسن حبيب قد أنهت بنجاح متطلبات التخرج وستمنح لها الشهادة حال اعتمادها، علماً بأنها كانت منتظمة في الدراسة حسب البيانات الواردة أدناه :

الرقم الجامعي: ٢٠١٠١٠٧٠

الرقم الشخصي: ٩٢١٢٠١٢٦٥

الكلية: إدارة الأعمال

الدرجة العلمية: البكالوريوس في المحاسبة

المعدل التراكمي : ٣,١٢

الفصل الدراسي: الصيفي

العام الجامعي: ٢٠١٤/٢٠١٥م

وقد أعطيت لها هذه الإفادة بناءً على طلبها .

5/10/15

الأستاذ الدكتور عبدالرحيم عباس  
قائم بأعمال عميد القبول والتسجيل



# Deloitte.

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[www.deloitte.com/middleeast](http://www.deloitte.com/middleeast)

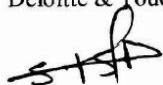
Manama, Bahrain  
September 1, 2015

## TO WHOM IT MAY CONCERN

We hereby certify that Marwa Hubail, joined the Audit Service Line at Deloitte Middle East - Bahrain office as an intern in the Tadarab, The Deloitte Middle East Internship program during the summer of 2015 from July 1, 2015 till August 31, 2015.

This certificate has been delivered to Marwa upon her request.

Deloitte & Touche (M.E.)



Sakina Isa  
Senior Associate  
Human Resources

Tadārāb 



# مصنع الفارس لتعبئة المواد الغذائية AL-FARES FOOD PACKING FACTORY

## EMPLOYEE EXPERIENCE CERTIFICATE

Date: 15/06/2019

### TO WHOM IT MAY CONCERN

This is to certify that Mrs. Marwa Ahmed Hasan worked for Al Fares Food Packing Factory from from 17/06/2017 to 13/06/2019 as an accountant. During her working period we found her sincere, honest and hardworking.

We wish her all the success in her future endeavours.

Sincerely,

Siddiqa Ali Asghar

HR Manager

