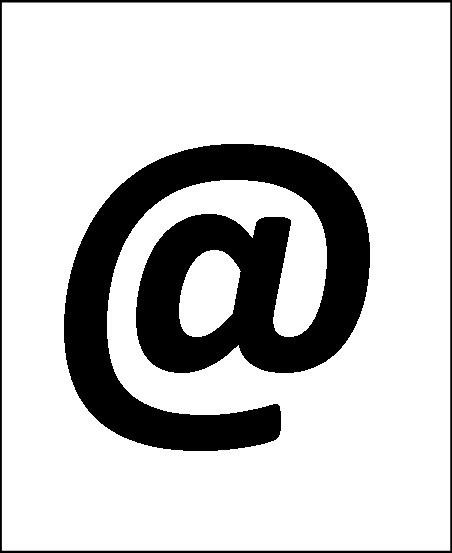


**Batool A.alhussain Ahmed**



Villa 339, Building 1804, Road 2152, block 1018, AL LAWZI

**Mobile :** +973 39352889



abdalhussainbatool@gmail.com

**Date of Birth :** NOV 27, 1998

**Marital Status :** Married

**Nationality :** Bahraini

**Personal Profile**

A competent and organized individual who is able to work as part of a team and manage several priorities at any one time. Has a positive attitude, strong work ethic, and a keen desire to learn and grow within a firm. Possesses superb communications skills, and always treats people with respect and according to their individual needs. A dedicated professional, fully understands the importance of the Messenger department to any organization, and therefore aims to make any office as effective and efficient as possible. Fully understands the pressures of achieving targets and accurately assessing job applicants according to their ability.

**Work Experience**

**Mesenger**

**2017 – 2018**

* Pick up and deliver messages, documents, packages, and other items between offices or departments within an establishment or directly to other business concerns

**Education & Qualifications**

**Secondary School Certificate (industrial)**

**2013 – 2015**

Khawla Secondary Girls School – Ministry of Education, Bahrain

**Skills & Work Strengths**

- Fluent speaking and writing in Arabic & English.

- Establishing excellent relationships with customers.

- Excellent & Professional working knowledge of Microsoft Word, Excel, and PowerPoint.

- Ability to solve theoretical and practical problems systematically.

- Excellent leadership attitude and good teamwork*.*

- Problems solving, time and self-management.

- Working under pressure.