

# MAHA FAHAD AL-OTAIBI

## ACCOUNTING

### CAREER OBJECTIVE

University Student . I am looking for a job to enhance my skills , and gain experience , and i am looking to work in a challenging and creative work environment to achieve the planned objectives through performing a high level of performance

### CONTACT INFORMATION

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Address : Riyadh City , Ar Rawdah

### EDUCATION

Imam Muhammad Bin Saud Islamic University

Accounting Student

### EXPERIENCE

Member of the Media Department in the Accounting Club at al-Imam Muhammad bin Saud Islamic University.

### THE SKILLS

- Management
- Leadership
- Teamwork
- Accounts
- Financial
- Solving problems
- Rewriting

- Effective leadership and team management ( 3 Hours )
- Training Of Trainers , TOT ( 3 Hours )
- Executive secretarial and smart electronic office management ( 3 Hours )
- Financial management and accounting ( 3 Hours )
- Total Quality Management , TQM ( 3 Hours )
- leadership skills ( 2 Hours )