

Hamoud Alanazi

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Summary

I graduated from high school with an excellent grade, and I have many practical experiences and courses:

Skills

Microsoft Office | Time Management | Data Entry | Management Skills | Due Diligence | Learning

Experience

Bassam Ahmadian Company, Dammam
Branch Manager, 01/2022-06/2024

Follow up on all transactions, and confirm that all invoices are in order.

- I managed a department of 22 employees.
- Achieved a 20% increase in sales.

AL Hoot Field Company, Khafaji
Data entry, 06/2019-09/2021

Enter all financial data and information.

- Complete more than 500 invoices without any error.

Education

High school, Graduation Year (04/2020), Al Khalidiya School, Khafaji

Courses

- Future intelligence programmer Year (2024), SDAIA Saudi Data, online
- Cyber Security Year (2024), Stc Saudi, online
- Microsoft Excel Year (2024), Dorooob, online
- Fundamentals and Principles of financial Accounting Year (2024), Ministry of finance, online

- Microsoft Word Year (2024)
- Data Analysis Year (2024), Misk Skills

Languages

Arabic / Native

English / Proficient