

# Badr Al-Hafi

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## Career Objective

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I aim to join a professional team in the field of finance or accounting where I can contribute to enhancing operational efficiency and achieving organizational goals. I aspire to develop my skills in using modern financial systems and participate in building a precise and organized financial environment.

## Academic Qualifications

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- **Bachelor's Degree in Business Administration – Finance**  
University: Imam Muhammad Ibn Saud Islamic University  
Graduation Date: July 13, 2025
- **Associate Diploma in Accounting**  
University: Shaqra University  
Graduation Date: January 3, 2021

## Professional Experience

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- **Customer Service Specialist** September 2023 – January 2024  
Company: Al-Wusta Food Services Company  
Responsibilities:
  - Responding to customer inquiries efficiently and professionally
  - Handling complaints and following up to ensure customer satisfaction
  - Documenting data and monitoring performance using CRM tools
- **Field Training (as part of Diploma Program)**  
Organization: Saudi Post Office  
Grade: Excellent (A+)  
Responsibilities:
  - Performing daily accounting tasks
  - Reviewing financial entries and records
  - Assisting in preparing financial reports

## Training Courses

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- Low-Cost Digital Marketing
- Fundamentals of Organizational Analysis in the Government Sector
- Common Mistakes in Banking and Financial Transactions

## Skills

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- Using ERP systems such as SAP and Oracle
- Preparing and analyzing financial reports
- Skilled in using Microsoft Office programs
- Ability to work under pressure and in multitasking environments
- Effective customer communication skills
- Analytical thinking and data-driven decision-making
- Commitment and accuracy in task execution
- Fast learner and adaptable to new systems

## Languages

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- Arabic: Native
- English: Good