

ZAHRA ALRASHID

CONTACT

Phone:
+966 541320888

Address:
Eastern province.

Email:
zhr_20045@hotmail.com

SKILLS

- Time management.
- Organization and planning.
- Adaptability and flexibility.
- Microsoft office.
- Accounting programs.

LANGUAGE

- Native Arabic.
- Fluent English.

PROFILE

With a bachelor's degree in Finance, and with always to the point crisp and clean, work well independently or on a team, and with a good communication as well as organization skills. My goal is to find a full-time Finance position to services in administrator environments.

EDUCATION

Bachelor's Degree in Finance
Minor Management

At: Wichita State University, Wichita, Kansas, U.S.A
December 2017.

EXPERIENCE

Alomar Group Construction Company
July 2020 – Current

General Accountant. Recording journal entries on daily basis, preparing zakat / tax declaration, reconciling accounts on monthly basis, manage budgeting.

ACHIEVEMENTS

- Dean's list 2014.
- Volunteer in tutoring classmates.
- Volunteer in Saudi student association.
- Microsoft Excel Advanced Functions with Index and Match online course.