

Soaoda Salem Alzahrani

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I want to get a job that suits my scientific qualification and my practical experience, with opportunities develop my experience and my knowledge and want to associate with an organization to provide my skills. Hardworking and eager to get opportunities to improve myself professionally and contribute to the growth of the organization with quality services.

EDUCATION

- **UNIVERSITY OF SAINT MARY'S HALIFAX, NOVA SCOTIA, CANADA**
September 2014 - April 2016
Master of Finance
- **UNIVERSITY OF OTTAWA, OTTAWA, ON**
September 2012 - June 2014
Academic English Intensive Program
- **KING ABDULAZIZ UNIVERSITY, JEDDAH, KSA**
June 2004 - June 2008
Bachelor's Degree
Economics and Administration (Business Administration)
GPA: 4.67/5.0, Excellent, Second Honor.

EXPERIENCE

INTERNAL AUDITOR

ALRUJUH COMPANY

March 2019 - October 2019

- Collecting, checking and analyzing spreadsheets data.
- checking that financial reports and records are accurate and reliable.
- preparing financial statements and reports.

AUDITOR.

KHALIL RIBI ALBAHLOUL CERTIFIED ACCOUNTANTS AND AUDITOR

December 2019 - June 2020

- ensure the correctness of trial balance.
- examining finances and business activities.
- Preparing financial statements.
- writing reports.

QUALIFICATIONS AND SKILLS

- Volunteer experience as the organizer of the psychiatry course for children and adolescents. April 2017
- Volunteer experience in presenting Omcare project at the innovation exhibition organized by Islamic Development Bank. May 2017.
- A member of Amad, and Twas (volunteering groups).
- A volunteer experience in rewriting a collection of books in electronic form to convert them into audio books for blind students.
- Using the financial software (Bloomberg).
- Excellent knowledge and experience in Microsoft Office (Excel & word) & Statistical program (SPSS) & Stat.
- Adaptability and teamwork
- Time management and decision making
- Self-motivation and leadership
- Analysis & Evaluation: Proficient in assessing data and formulating solutions.
- Ability to review procedures, identifying & implementing areas of improvement.
- Ability to set priorities and organize workload in a professional manner.
- Dealing effectively with multicultural environment.
- Languages: Arabic Mother tongue. English Professional working proficiency. French Elementary proficiency
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AREA OF INTEREST

- Finance, Business Administration, Accounting.
- Researching.
- Teaching.