

# Fatema Mohamed Al-Omran



## PROFILE

### Date of Birth

03 August 1994

### Mobile

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### Email

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### Address

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## LANGUAGES

- **Arabic** - Native Proficiency
- **English** - Full Proficiency

## HOBBIES

- **Reading**
- **Traveling**

## OBJECTIVE

Initiate my professional career and energetically serve an organization in a team environment and utilize my professional and interpersonal skills while accumulating experience in a variety of fields.

## EDUCATIONAL QUALIFICATION

- |   |                       |
|---|-----------------------|
| • <b>B.Sc. In Banking &amp; Finance / Accounts</b><br>2015 – 2019 | University of Bahrain |
| • <b>Diploma Degree in Commercial studies</b><br>2012 – 2015      | University of Bahrain |
| • <b>Secondary certificate</b><br>2010 - 2012                     | Saar Secondary school |

## ACHIVEMENTS & AWARDS

- |  |                                    |
|--|------------------------------------|
| • <b>Certificate course in Computerized accounting "Quickbooks Enterprise"</b><br>2019 | ICS for IT and Business solutions. |
| • <b>Certificate course in Internet and Computing Code "IC3"</b><br>2019               | Alnada Training Centre             |
| • <b>Practical Certificate "Communication skills workshop"</b><br>2019                 | University of Bahrain              |
| • <b>Attendance certificate "Head Start Workshop"</b><br>2016                          | University of Bahrain              |
| • <b>Attendance certificate "Blow your Mind"</b><br>2015                               | University of Bahrain              |
| • <b>Attendance certificate "Personal Finance program"</b><br>2015                     | University of Bahrain              |
| • <b>Participation certificate "Activities Events"</b><br>2014                         | Jid'hafs Youth Center              |

## WORKING EXPERIENCE

- |   |  |
|---|--|
| • <b>Training – Internal Audit Department</b><br>2019     | Invest Co.                               |
| • <b>Training – Physical education Department</b><br>2015 | University of Bahrain                    |
| • <b>Social Services</b><br>2010                          | Northern Governate<br>Kingdom of Bahrain |

## SKILLS

### Personal skills

- Ability to learn and adapt to new systems quickly
- Team Working

### Professional skills

- Knowledge in Microsoft Office Applications.

