



## ASEEL ALTOUS

Accountant , finance And Economics

### CONTACT



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### PROFILE

Devoted accountant with excellent attention to detail, strong technology skills and experience with managing accounts ,Comfortable working in fast-paced  
Proficiency in Excel, outlook & power point

### EDUCATION

I.B.F  2017-2022  
Bachelor in Islamic banking & finance  
(GPA:Good )-University Of Jordan

### LANGUAGES

Arabic

English



Planning to take the IELTS exam to demonstrate commitment to improving language skills

## WORK EXPERIENCE

### Customer service officer

Islamic international Arab bank  
June 2021- november 2021

Strong dedication to helping customers resolve issues and cultivating a positive image of the company.

Resolve customer complaints and ensure calls are handled in a professional and prompt manner.brand with different sizes

Helped bank account holders resolve common issues related to debit cards, credit, loans, and savings account.

### Customer service officer

December 2021- june 2022  
Safwa Islamic bank

Responsible for taking all incoming phone calls and transferring them to the right person.

Responsible for handling customer complaints and concerns.

### HOTEL RECEPTIONIST

July 2022- February 2023  
Diamond Hotel

### Statista general

trainee as secretary from 6th june 2023- 4th january  
responsible for answering phone calls & managing the daily weekly

## SKILLS

Word , excel Outlook  
& power point  
Communication skills

Decision making

Very strong team player

Customer service skills