

Ahmed Osman Hashim

Current Address: UAE, Abu Dhabi

Tel: (971)521969015

Email: ahmedosman77788@gmail.com

Birthday: 27/02/1998

Gender: Male | **Nationality:** Sudanese

➤ Objective

Detail-oriented team player with strong organizational skills. Ability to handle multiple projects simultaneously with a high degree of accuracy.

➤ Qualifications

- **BEACHLOR | 2016-2020 | SUDAN ACADEMY FOR BANKING AND FINANCIAL SCIENCES.**
- **ACCOUNTING AND FINANCIAL SCIENCES.**
 - ❖ Major: Accounting and financial sciences.
 - ❖ Minor: Banking and management sciences.
 - ❖ Related coursework: Computer sciences.

➤ Experiences

General Teller

Qatar National Bank | February 2021 TO Present.

- ❖ Processed customer transactions promptly, minimizing wait times.
- ❖ Answered telephone inquiries on checking and savings accounts, loans, and lines of credit.
- ❖ Educated customers on use of banking website and mobile apps.
- ❖ Assisted with training of new tellers on policies and procedures.
- ❖ Disbursed cash and checks accurately while maintaining security of cash drawers.
- ❖ Balanced cash drawer daily and resolved discrepancies to provide accurate data regarding cash flow.
- ❖ Maintained in-depth knowledge of bank products and services to provide appropriate recommendations to customers.

Junior Accountant

Bait Alawazil Constructions, Khartoum | January 2020 to February 2021

- ❖ Managed supplier accounts and built lasting relationships with suppliers.
- ❖ Prepare all financial daily transactions.
- ❖ Generated and submitted invoices based upon established accounts receivable schedules and terms.
- ❖ Support financial transactions by auditing documents.
- ❖ Assisted with preparation of monthly financial statements.
- ❖ Leveraged finance knowledge to strengthen controls and improve transparency.
- ❖ Monitor all financial transaction in a company.
- ❖ Monitored cash flow to maintain optimal liquidity and cash management
- ❖ Managed supplier accounts and built lasting relationships with suppliers.

➤ **Training**

- Electronic banking services- 2017.
- Basics of banking- 2016.
- Course of comprehensive banking officer.
-

➤ **Core Strengths**

- Excellent data entry skills (numeric keyboard).
- Microsoft office package.
- Worked in a multi-divisional environment and Ability to work under high pressure.
-

➤ **Other**

Language: / Arabic; Native.

English; Very good.

➤ **References**

Available upon request.