

# Curriculum Vitae

Name: Salma Bint Khamis Bin Juma Alkaabi

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## Career objective:

# I aspire to work to raise the efficiency of the institution in which I will work.

# employing my skills and developing them in the appropriate work according to my

Skills and dealing and communicating with the outside world, hoping from God to

Prove my worth professionally.

## Personal information:

- Date of birth: 20 - 3 - 1990
- Place of birth: United Arab Emirates
- Nationality : Oman
- Marital status: Single

## Educational Qualification:

🚦 General Education Diploma.

## Training courses:

- She holds a general education diploma.
- Experience and training tools.
- A typing employee at sanad's office.
- Computer course and applied software.
- Certificate of professional competence specializing in car sales.
- An introduction to the bank's daily operations and products.
- English course.
- Geographical design course in Photoshop.
- Cosmetology course.
- Social work week course.

## Personal Skills and abilities:

- Sincere and committed.
- The ability to learn and develop oneself.
- The ability to adapt and adapt in the work environment.
- Ability to work under pressure.
- Positive cooperation in the interests of workers with the ability to perform various tasks.
- Strong communication, reading, and speaking skills.

## Languages:

Arabic Mother language

## Computer skills:

Spreadsheet and basic photo editing.

Safety in Internet use and typing.

