

# NADA ARIF ALWEDAMI



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## INFORMATION

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Emirate

00971 566573253

[Namarwan75@gmail.com](mailto:Namarwan75@gmail.com)

United Arabia Emirates, Abu Dhabi,  
Al Ain city

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## LANGUAGES

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Arabia /native

English / fluent

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## SKILLS

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Accounting

office management

Data entry and analytic

communication with clients

teamwork

time management

ease of learning

customer service

Use Excel program

## Qualification

- 2016 I graduated from high school
- 2017 IELTS 5.0
- 2020 graduated from Abu Dhabi institute for vocational education and training  
(Diploma in Accounting)

## Profession experience

- Lari exchange(customer service)
- Work inAccounting and management Alghoas office
- Training in Al Ain Hospital in the administration department (entering and analysing data in the accounting department with using Excel program)
- Volunteer in SEHA (Covid 19) review the numbers and communicating with people.
- I have training one month online in 2020
- ICDL
- Office management course