



Loay Ahmad Issa

Contact

Phone

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Email

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Address

Ramalah – Palestine

Skill

- ✓ Ability to work under pressure
- ✓ Ability to build good relationships with clients
- ✓ Fast learner
- ✓ Writing official Report & Book
- ✓ self confident
- ✓ Secretarial
- ✓ Strategic Planning
- ✓ Technology Skills :
 - Microsoft program (office , word , excel and Photoshop) and Internet

Language

Good Arabic and English

CAREER OBJECTIVE

I'm a responsible and ambitious person, who is able to produce high standards work. I seek a job through which employ my capabilities and knowledge in order to achieve the company's goals, develop myself and my capabilities, and have a high work ethics and ambition to reach the best

Education

2012-2016

Al-Quds Open University, Nablus, Palestine.
BA in Accounting

2010-2011

Sabastia Secondary School, Nablus, Palestine.
Grade (78%).

Experience

2015

30 credit hours in Shamil Accounting Software Course, Munster Center, Nablus, Palestine, with GPA Excellent.

- Issuing bills and accounting receipt.
- Issuing financial report : act financial statement : balance sheet trail balance income statement and others
- I can program anything on the program .

4/2/2019 – 17/3/2022

Arabic Islamic Bank

- Entering Data
- Archiving Files.
- Banking.
- Public Relationship.
- Customer Service.
- Reporting.
- Al deewan program.

wataniya mobil in the call center

- Ability to use and interact with any other program.
- marketing and dealing with all kinds of customers

Training

50 hours

Work place success with PEFE (Palestine Education for Employment), Center for Continuing Education, Birzeit University

- Communication Skills
- Team work building.
- Leadership
- Etiquette and protocols.
- Time management.