

VITA IMMANENCE

INDIVIDUALITY :

Full Name : BOUHAMDY Abderrahmane
Address : El-Mahfoud –Zaouiet Kounta –Adrar
Date & Place of Birth : 04/11/1995 in El Mahfoud
Nationalité : Algerian
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OBJECTIVE :

Seeking a job position in Entreprise Management and Administration.

COMPETENCIES:

- Mastering Information and Technology Tools.
- Accounting of Balance sheet under SAP System.

EDUCATION AND TRAINING :

2019-2023 : Student at the National School of Administration .

2017-2019 : student of control of management at the university lounicy Ali , blida 2 .

2014- 2017: Student of Enterprise Management and Administration at the Institute of Technonogy, Kasdi Merbah University, Ouargla.

2013-2014 : Baccalaureat Management and Economy.

EXPERIENCE :

05/10/2015 : Site visite to ENAFOR .

07/05/2015: Internship within ENAFOR .

- **09/02/2016:** Internship in Human Resources within Sonelgaz Ouargla .

16/02/2016: a 3 day Internship in Accounting and Finance within Sonelgaz Ourgla .

07/08/2016 : a 21 day Internship in Accounting and Finance within Sonelgaz Adrar : Discovered different areas of Accounting and Finance Dept. and HISSAB system and system SGC and MALYA and system GESTION DE FACTEUR and ENGAGEMENT.

09-30/04/2017: Internship for one month in Finance and Accounting department for Sonatrach precisely in production department .

2019: Practical training at the level of Sonelgaz Corporation in Blida, Algeria, in order to know the extent of applying management control tools in it.

2020: Practical internship in order to explore the various good and functioning of the administration's interests **in the municipality of In Zghmir and the constituency of Zaouiet Kounta in the state of Adrar.**

2021: Practical internship in order to explore the various good and functioning of the administration **at the headquarters of the state of Adrar.**

2022: Practical internship in order to study the reality of public Management **in the various local public cultural facilities in the state of**

• **SKILLS TARGETED**

- Organization, Professional Communication skills.
- Discovering all the areas of work in all the companies.
- Organizing Collective and Individual work .
- Recruitment, training and personal promotion .
- Payment procedures .
- Discovered different areas of Accounting and Finance Dept. and HISSAB system .
- Management control .

LANGUAGES :

- Arabic : Mother Tongue
- French/English : Acceptable

OTHER :

- Football, Weight lifting.