



Kenan Dmian

Birth Date: 1-9-1998

Marital Status: Single

Nationality: syrian

CONTACT INFO

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Address

United Arab Emirates

SKILLS

- MS Office
- Fast learner
- Able to work under pressure
- Self motivational
- Enjoy working directly with customers and the general public

LANGUAGE

Arabic: mother tongue

English: fluent

COURSES

- ICDL
- First aid course
- Team leadership skills
- Integrated professional development course in human resources
- management Integrated professional development course in trading banks foundations

EDUCATION

● *Bachelor's degree*

Faculty of economic University (2017-2022)

(Banking and Insurance), Damascus University

WORK EXPERIENCE

Al Haram Transfer

(july 2021 - January 2023)

Treasurer/ customer service.

Duties:

1. ensure delivery of quality service to customers
2. manage cash
3. cheque transactions at the counter

syriatel (mobile network provider in syria) **(January 2020 - march 2021)**

Call center

Responding to customers inquiries via calls and helping them with any occurring problem related to our offers, services and products and helping them with finding the best offer suited for them according to their needed consumption.

Lumiere Restaurant

(January 2018 - December 2019)

Cashier

Duties:

1. checking the data input to insure the accuracy of the final invoice.
2. audit the daily income that have been received by the restaurant.
3. prepare and maintain report on a daily basis
4. manage daily financial and accounting tasks for the restaurant.