



obada hallak

Date of birth: 15/01/2000 | **Nationality:** Syrian | **Gender:** Male | **Phone number:** (+971) 0504105295 (Mobile) | **Email address:** opada.hallak99@gmail.com | **LinkedIn:** <https://www.linkedin.com/in/opada-hallak-11673b1b7/> | **Whatsapp Messenger:** +9710504105295 | **Address:** Almajaz 3-opposite almajaz theatre, sharjah, sharjah, United Arab Emirates (Home)

ABOUT ME

As a recent graduate, I am excited to launch my career and apply the knowledge and skills I've learned throughout my academic journey. I am a motivated and enthusiastic individual who is eager to learn and grow in a professional setting. During my studies, I developed a strong foundation in (accounting, Programming, marketing), which has equipped me with the ability to think critically, solve problems, and work collaboratively with others. Additionally, I am a proactive and goal-oriented individual who is committed to delivering high-quality work. I am always looking for opportunities to challenge myself, learn new things, and contribute to the success of my team and organization.

WORK EXPERIENCE

15/10/2020 – 23/05/2023 Aleppo, Syria
FINANCIAL ACCOUNTANT KOREAN CENTER FOR BATTERIES

Generated weekly, monthly, and annual financial reports for management
Handled accounts payable and accounts receivable, resulting in improved cash flow and reduced overdue payments
Reconciled financial accounts and identified discrepancies, resulting in improved accuracy of financial statements

09/03/2018 – 14/05/2020 Aleppo, Syria
PERFUME SALESMAN THE GOLDEN HOUSE

Provide samples
Customer Assistance
Customer Service
Stock Management

EDUCATION AND TRAINING

27/09/2018 – 15/03/2023
BACHELOR MANAGEMENT INFORMATION SYSTEMS Aleppo University

Address Aleppo, syria

LANGUAGE SKILLS

Mother tongue(s): **ARABIC**
Other language(s):

	UNDERSTANDING		SPEAKING		WRITING
	Listening	Reading	Spoken production	Spoken interaction	
ENGLISH	B1	B1	B1	B1	B1

Levels: A1 and A2: Basic user; B1 and B2: Independent user; C1 and C2: Proficient user

DIGITAL SKILLS

Social Media | Facebook Ads Como Promover um Negcio Local no Facebook | Google Analytics Google Ads e Google Search Console | Microsoft Office | Microsoft Excel | AL-Ameen Accounting System | Data Entry/ Data Manipulation

ADDITIONAL INFORMATION

HOBBIES AND INTERESTS

swimming

Karate
