

ARYAM MOHAMMED TALIB AL-JUNAIBI

CONTACT

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alain/alquaa

SKILLS

Effective communication for al ages and genders

Work under pressure

ime management

Self confidence

Commitment to attendance and departure times

Acquiring new skills and experiences

EDUCATION

Bachelors of banking and Islamic finance

university of al Buraimi

2019-2024

LANGUAGES

Arabic      English

PROFILE

Hello, I am a graduate of Aryam from Buraimi University, specializing in banking and Islamic finance. I got a very good grade, and I have some of the experience I obtained from voluntary training and also vocational training. I am pleased to be a successful colleague in this company. Thank you.

WORK EXPERIENCE

Finance department

university of al Buraimi

I gained knowledge on how to pay for the student visa, enter the receipt into the system, and validate it. Additionally, I gained knowledge of bank reconciliation and report writing. Along with this, I learned how to confirm the checks' origin, such as the purchasing, human resources, or affairs departments. technical, etc. Also, produced a few reports on checks.

HR department

university of al Buraimi

Human Resources A set of tasks related to hiring employees, benefits administration, training and development, performance management, employee relations, and compliance with employment laws and regulations. They often play a critical role in supporting faculty, staff, and administrators across different departments within the company.

Finance department

Al-Danat school

1. Budgeting and Financial Planning:

- The finance department allocates funds for various school needs like staff salaries, instructional materials, building maintenance, and extracurricular activities.
- They forecast future income and expenses to create a realistic budget for the school year.

2. Financial Management:

- The department manages the inflow and outflow of cash. This includes collecting fees from parents, grants from government or organizations, and managing any donations received.
- They ensure timely payments to vendors, staff salaries, and other bills.