

# Ghida AlHajri

Eastern Province, Saudi Arabia | 966556275065 | Ghida.Alhajri@gmail.com

## Objective

To obtain a challenging financial position in an innovative organization where I can use my technical and analytical skills.

## Experience

### Gulf International Bank – Tamheer Internship

November 2024 – May 2025

Retail Cards and Personal Finance Department

- Worked closely with Retail Cards Reconciliations and settlements team to ensure accurate and timely transaction processing.
- Supported the reconciliation of transactions by verifying and matching financial records.
- Assisted in identifying and resolving discrepancies or failed transactions.
- Operated The bank's internal processing system to initiate and route transaction across KSA, Bahrain, UAE ensuring timely settlement and compliance with inter-branch procedures.
- Developed analytical and problem-solving skills.

### King Fahad University Hospital — Co-op Training

June – August 2024

Finance Department

- Trained on so many platforms such as Oracle system, Etimad, Accounting Transportation and the Correspondence System.
- Assisted in processing Bank Guarantee Letters and learned the procedures for handling financial commitments.
- Entered and verified invoices in the financial system to ensure accurate record-keeping and payments.
- Gained exposure to secretarial work, financial documentation, and administrative support tasks.
- Enhanced proficiency in Microsoft Excel by working with financial data, reports, and analysis.

### IAU Finance club

2022-2024

Research and Development Committee

- Contributed to the club's Twitter content strategy, assisted in creating presentation content for club events, ensuring clarity and relevance in financial topics.
- Worked on the content of "Maksab" magazine, a weekly publication covering financial news and market updates.

## Education

Imam Abdulrahman Bin Faisal University | bachelor's degree in finance (First-Class Honors)

GPA: 4.94/5 | 2024

## Skills & abilities

Financial Analysis – Financial Accounting – profitability Analysis – Microsoft Office – Oracle E-Business  
Research Skills – Multitasking – Teamwork – Communication – Time Management – presentation

## Languages

**Arabic:** Native, **English:** Fluent

## Certificates & courses

- Masterclass "Market Validation" from Misk.
- The training track "Financial Accounting Basics" from Doroob, within 71 training hours.
- Virtual work experience in "financial analysis and profitability analysis", Boston Consulting Group.
- Training workshop entitled: Copyright and Fair Citation, Search Strategies.

## References

Available upon request