

Osama Ali Aldobassi

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SUMMARY

I am a fresh graduate with a Bachelor's Degree in Economics (Money and Financial Institutions), graduating with excellence and A+ grades. At Saudi Enaya Cooperative Insurance Company, I assisted with reporting and data organization. My roles as a Seller and Confectioner strengthened my customer service, and communication. These experiences prepared me to contribute effectively in financial and customer-focused environments.

EXPERIENCE

Golden Salad Fast Food Establishment | Salad Shop, Your Taste | Saudi Arabia

Seller | September 2022 - April 2025.

- Collaborated with kitchen staff to ensure timely preparation of orders and resolved customer inquiries.
- Operated the cash register, processed payments, and issued receipts to ensure efficient transactions.
- Maintained cleanliness of the salad bar and service area in compliance with food safety standards.
- Welcomed customers and assisted them in selecting salad options based on their preferences.

Saudi Enaya Cooperative Insurance Company | Saudi Arabia

Trainee | Finance Department | September 2024 - October 2024.

- Collaborated with senior accountants to analyze financial data and contributed to budgeting processes.
- Assisted in preparing financial reports, statements to support monthly and quarterly closing activities.
- Organized invoices, and other documents to ensure accuracy and compliance with internal policies.
- Supported the team in tracking expenses, updating records, and maintaining accounting databases.

Mazaq Al-Basbousa Trading Company | Mazaaq Al-Basbousa Shop | Saudi Arabia

Confectioner | March 2021 - October 2021.

- Collaborated with the sales team to fulfill customer orders promptly, contributed to develop offerings.
- Measured and mixed ingredients to ensure consistent taste, texture, and presentation of all products.
- Prepared traditional and modern desserts, including Basbousa and other sweets, following recipes.
- Maintained cleanliness and hygiene of the kitchen in accordance with food safety regulations.

EDUCATION

King Abdulaziz University | Saudi Arabia

Bachelor's Degree in Economics | Scientific Section (Money and Financial Institutions) | with First Class Honors | 2021 - 2025.

OTHER

- Courses:**
 - English Language Course | Nouf Academy.
 - Financial Accounting Principles 1 Course.
 - Financial Accounting Principles 2 Course.
 - Stress Management at Work Course.
 - Types of Insurance Course.
 - Health Insurance Course.
 - Cybersecurity Course.
- Volunteering:**
 - Volunteer | The Education and Training Authority | January 2024 - February 2024.
- Hard Skills:**
 - Microsoft Office.
 - Data Analysis.
 - Monetary Policy Analysis.
 - Accounting Principles.
 - Point of Sale (POS) Systems.
 - Product Quality Control.
 - Banking Operations Knowledge.
- Soft Skills:**
 - Problem Solving.
 - Communication Skills.
 - Time Management.
 - Numerical Proficiency.
 - Adaptability.
 - Attention to Detail.
 - Customer Service Orientation.
- Languages:** Arabic, English