

WIDAD BELLEBCIR

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muweilah, sharjah, UAE

Objectif

I'm looking for position of responsibility offering a commercial and managerial mission. I'm dynamic, organized, attentive to others, possessing a team spirit. I like to learn and surpass my self every day, taking up challenges does not scare me

Expérience Professionnelle

Medical clinic

04/2018 - 07/2021

Receptionist, secretary

The job description here required high communication skills, because the receptionist would be at the front of the site he works in, and this position necessitated organizing patients appointments and submitting reports every weekend about cases

Éducation

Muhammad khider, biskra, algeria

06/2017

master's degree in finance and corporate governance

Muhammed khider, biskra, algeria

06/2015

Bachelor's degree in finance and banking

Compétences

Communication skills

ability to work in groups

Persuasion

IT skills: word, excel, PowerPoint, corel draw

Languages: Arabic, English, French