

PERSONAL INFORMATION

Amir Al Assar



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Nationality Palestinian (Palestinian Territories)

WORK EXPERIENCE

01/01/2014–01/01/2016

Accountant

Al Eman Mill, Gaza Strip (Palestinian Territories)

03/2016–08/2016

Accountant

Al Haj Automatic Bakery, Gaza Strip (Palestinian Territories)

EDUCATION AND TRAINING

05/09/2008–28/01/2014

Bachelor in Financial Management and Banking

Al Quds Open University, Gaza (Palestinian Territories)

01/09/2007–18/07/2008

High school Certificate " Tawjehe "

Khalid Ben Al Waleed High School, Gaza (Palestinian Territories)

Scientific Stream:

- **Biology, Chemistry, Mathematics, and physics.**

General:

- **Arabic, English, Administration and Economics, Technology.**

PERSONAL SKILLS

Mother tongue(s)

Arabic

Other language(s)

	UNDERSTANDING		SPEAKING		WRITING
	Listening	Reading	Spoken interaction	Spoken production	
English	C2	C1	B1	B2	B2
English Conversation					

Levels: A1 and A2: Basic user - B1 and B2: Independent user - C1 and C2: Proficient user
Common European Framework of Reference for Languages

Organisational / managerial skills

- Organized personal schedule.
- Successfully worked to firm deadlines.
- Time management.
- Well open-minded for various and serious issues.

- Job-related skills**
- Teamwork and Individual Ability.
 - Working under pressure.
 - Intervention in times of crises.
 - The ability of dealing with clients perfectly.
 - Excellent contact and communication skills.
 - The ability of negotiation and convincing.
 - Attention to details.

Digital competence

SELF-ASSESSMENT				
Information processing	Communication	Content creation	Safety	Problem solving
Proficient user	Proficient user	Proficient user	Proficient user	Proficient user

Digital competences - Self-assessment grid

Communication and Contact Skills

- Perfect use of Microsoft office applications.
- Printing and editing skills.
- Documentation and file formatting.
- AI Aseel Program for Accounting. (برنامج الأصيل للمحاسبة)
- Using internet successfully.
- Software and Hardware skills.

ADDITIONAL INFORMATION

- Courses**
- AI Aseel Program for Accounting.
 - Public Relations (40 hours).
 - Communication and Contact Skills.
 - English Conversation (online).