**Ayah Dahboor E-mail**: **a.dahboor@najah.edu**

**Cell Phone:** +972595456564

**Objective**

Looking for a suitable position whereby I can utilize my education and develop

my experience. On the long run, I look forward to a challenging post and outstanding place where I can contribute to productive and fruitful achievements.

**Personal Data**

**Name**: Ayah Abed-Alhakeem Shaker Dahboor

**Date of birth:** 10th of December 1993

**Place of birth**: Palestine

**Marital status**: Single

**Current address**:  Nablus, Palestine

**E-Mail Address**:  **a.dahboor@najah.edu**

**Education**

* **2015-2017: MSc Accounting and Financial management (With distinction), The University of Bolton, United Kingdom**
* **2011-2014 : BSc, Accounting (3.6 GPA)The Faculty of Economics and Administrative management , An-Najah National University, Nablus, West Bank, Tel. 09 2394960, email**: [info@najah.edu](mailto:info@najah.edu)
* **1999-2011: Fatima Sroor high School, Azoun, Qalqilyah, West Ban**

**Experience**

**December 15th 2016 – present: Najah National University**

Nablus (P.O.Box 7) Palestine

**(Lecturer)**

* Taught Financial Accounting principles, Managerial Accounting, Intermediate Accounting and international Accounting
* Attended training courses provided by the center of excellence at NNU
* Carried out the coordination of multiple courses more than 5 semesters

**January 1st 2015 – June 30th 2015**: **BDO audit and assurance firm**

, 256 King Abdullah II street, AL-Jandaweel, Amman Jordan. Tel: +96265816657. [www.bdo.com.jo](http://www.bdo.com.jo/).

**(Audi trainer)**

* Actual audit visits
* Preparation of financial statements
* Reviewing audit report and previous engagements

**Languages**

* Arabic

(Mother -tongue)

* English

Excellent in all fields, IELTS exam, English course in the Bolton University, UK for Two months with a certificate. An I have studied at the UK for an approximately 18 16 months

**Skills**

* Good communication Skills.
* Research skills.
* Translation Skills ( English ↔ Arabic)
* Teamwork Skills.
* Self Motivation Skills.
* Ability to work under pressure.
* Computer skills. Typing speed (English 30 words/ min & Arabic 35 words/min)
* Outstanding Knowledge in using the Smart Board.
* SPSS analysis software
* Microsoft word \ Excel \ power point
* Windows and Internet.
* Data entry and gathering.
* The ability to take responsibility, pressure and work long hours.
* Self-disciplined with good time-management skills.