**Sana simko kareem**

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| female  september, 22, 1980  sarhaldan Qt, Dohuk/Iraq  +964 750 1859177  [Sana\_hm80@yahoo.com](mailto:Sana_hm80@yahoo.com) |

Objectives

Seeking a position with the University to develop the skills and experience of the students to go out a generation of scientific skill and efficiency.

Education

Trade High school / Duhok 2003-2004.

Bachelor of accounting science in the University of dohuk 2009-2010.

Master of science in accounting competence (financial accounting) inthe University of dohuk 2014-2015.

Skills & Qualifications

* Excellent use of Microsoft Excel, Word, Power point.
* Excellent research abilities.
* Ability to train and teach and guide students.
* Skill in solving problems.
* Good communication with others.
* Able to exchange ideas with others.
* Adaptability and flexibility in a changing context.

Experience

**Worked as Director of the unit of register in the Faculty of management and economics 2009 and continued this work until 1/12/2012. And working as an accountant for the** **company. Now I work as teachers in the Faculty of management and economics the uod.**

**ACTED NGO.**

* Petty cash management
* Respect and follow up of ACTED's financial procedures
* Dealing with transfer and exchange of money
* Manage accountancies system (excel and cashbooks)
* Consolidation of Monthly accountancy

Workshops and trainings

* Participated in course of English in 2010
* Participated in course computer in 2010
* Participated in course teaching methods in University.

Languages

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|  | Writing | Speaking |
| Kurdish | Excellent | Excellent |
| English | Very good | Very good |
| Arabic | Excellent | Excellent |
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