

• Contact

📍 Neil Street- Aleppo- Syria

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🌐 [Abdelwahab Sabbagh](#)

Military Service: Exempted (Health)

Social Status: Single

Date of Birth: 4/1/1994

• Experiences

Report preparation ●●●●●

File and records management ●●●●●

Warehouse Logistics ●●●●●

Retail Sales ●●●●●

Social Media Marketing ●●●●●

• Soft skills

Negotiation skills ●●●●●

Detail attention ●●●●●

Work under pressure ●●●●●

Communications ●●●●●

Team work ●●●●●

Productivity ●●●●●

Accuracy ●●●●●

• Programs

Microsoft Office proficiency ●●●●●

Al-Ameen Program ●●●●●

Bazar Accounting Program ●●●●●

Attendance management ●●●●●

• Languages

English: Good

Arabic: Mother Tongue

• Certifications

Excel Basics for Data Analysis 2023/05

Social Media Advertising 2023/04

Python Basics 2023/12

Data Analysis with Python 2021/01

Advanced Excel 2020/08

Al-Ameen Program 2019/01

Abdelwahab Sabbagh

Banking and Finance



I have graduated in 2019/11 from Aleppo University

Economic College (open education), Major: Banking and Finance.

I am actively seeking employment with firms, banks and charity associations.

My courses in Accounting, Digital marketing and Data Analysis have given me a solid base upon which I plan to build my career.

I've learned important skills that's needed to succeed in a competitive environment.

Thank you for your time and consideration. It would be a pleasure to interview with you and I look forward to hear from you soon.

• Work History

2020/04- **Sabbagh Bags, Aleppo**

Now **Accountant**

- Record AP and AR transactions and cash posting.
- Review and entry financial documents.
- Submit sales and purchase invoices in the accounting system.
- Liaising with customers when required.
- Review of bank and credit card transactions.
- Prepare AP and AC statement.

Retail Salesworker

- Meet customers' needs, negotiate the price of the products.
- Conduct sales invoice.

Inventory Manager

- Labeled, organized and located inventory items on shelves according to type of material.
- Perform daily inspection on the quantity and quality of the products and collaborate with purchasing to maintain levels of quality and on-hand inventory.
- Handling receipts/dispatches products.

2020/02- **Fouadi Foundation, Aleppo- Al-Safira**

2020/04 **Finance and Reports Officer**

- Conduct buying orders forms and delivering orders forms.
- Perform daily checking on the amount of the grant of the beneficiary.