

Safyah Ahmed Bakhashween

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OBJECTIVE

I am a senior Accounting student, seeking a cooperative training opportunity (CO-OP) to effectively apply the knowledge and skills I have acquired throughout my academic journey. I am eager to contribute my financial and analytical expertise to support organizational goals, improve accounting processes, and further develop my professional skills by collaborating with experienced accountants and financial managers.

EDUCATION

Imam Abdulrahman Bin Faisal University – College of Business Administration

Accounting student

Expected Graduation Year: 2026

Cumulative GPA: 4.72/5.00

SKILLS

Technical Skills:

- Preparing and posting journal entries.
- Preparing and analyzing financial reports.
- Applying financial and managerial accounting practices.
- Proficient in accounting software (e.g., QuickBooks, SMAAC).
- Proficient in Microsoft Office programs.

Personal Skills:

- Effective communication.
- Time management and organization.
- Teamwork and collaboration.
- Adaptability and flexibility.
- Commitment and responsibility.

COURSES

- Distinguished Accountants Program – EGRAR Academy, 2025.
- Introduction to Project Management Professional (PMP) – Doroob Platform, 2025.
- Skills Development Bootcamp – Human Resources Development Fund (HRDF), 2025.
- Principles of Human Resources – Ethrai Platform, 2024.
- Customer Service & Professional Interaction – Doroob Platform, 2024.
- English Language Course – English Planet Institute (Online), 2020.

ACTIVITIES

- Member of the University Business Administration Club – Accounting Committee.
- Member of the Sonaa Club, one of the university's student-led organizations, in the Human Resources and Public Relations Committee.
- Member of Badir Club in the Public Relations Committee.

LANGUAGES

- Arabic - English.