

Manal Al Rashid

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Personal Information

Nationality: Saudi Arabian
Date of Birth: 17 /05/1970
Marital Status: Married
Gender: Female

Professional Profile

To build on my broad range of knowledge in the financial industry and extensive expertise in the field of finance. My aim is to introduce to new innovative ideas in the area of finance that cultivates a broader perspective moreover allowing myself to further self develop. This encompasses my ability to work hard and under pressure. I would like to pursue a career in a financial institution that is mainly driven by a will to bring critical and independent thinking into the financial industry.

Work Experience

Saudi British Bank, Riyadh, KSA
Branch Support Officer – Network Services

Jul 2001-Feb 2004

Responsibilities:

- Lead or participate in assignments relating to procedural improvement and system enhancement align with bank's business direction.
- Work closely with retail branches and internal departments to ensure successful launch of all implementation programs.
- Assist in developing and executing the strategies and plans on branch network management.
- Perform quantitative analysis to keep track of the performance of the branch network as well as coordinate the establishment of new branches, relocation and refurbishment of branches.

Saudi British Bank, Riyadh, KSA
Held Various roles in Operation Retail Banking

Sep 1994-Jun 2001

- Clerk in department handling
- Voucher Caller manager
- Teller Terminal Operator
- Utility Bills Supervisor
- Agricultural Bonds Officer
- Clearing/Bills Officer
- Branch Support Officer

Education

King Saud University, Riyadh, KSA

Feb 1994

Manal Al Rashid

Qualification: Bachelors of Science in Accounting
Certificates and Training Sessions

Certificate of Time Management. Oct 2002

Certificate of Management Skills. Feb 2002

Certificate of Service Quality Systems . Sep 2001

Certificate of Investment and mutual funds. Jun 2001

Certificate of compliance and audit awareness . Nov 1998

Workshops

Compliance workshop Apr 2001

Volunteer Work

Member of the Zahra foundation for cancer patients May 2007-present

Information Technology Skills Working Knowledge in: Microsoft Office and Internet applications.

Interests Reading and power walking

Languages Arabic: Native English: fluent

References Supplied upon request.