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🎓 Education

Bachelor's Degree in Management Information Systems
Graduation Year: 2023 | Grade: Very Good

💼 Professional Experience

Accounting Experience

- Strong experience in preparing daily journal entries and maintaining accurate financial records.
- Skilled in reviewing financial transactions, verifying supporting documentation, and translating them into journal entries.
- Proficient in posting entries to subsidiary ledgers and compiling subsidiary journals.
- Capable of preparing and posting central journal entries to the general ledger.
- Experienced in compiling trial balances and adjusting entries for:
 - Inventory
 - Depreciation of assets
 - Client accounts
 - Provisions
 - Advances
 - Accruals
- Able to assist the Chief Accountant in the preparation of financial statements and reports.

Work Experience

Al-Baraka Company for Meat and Food Supply
Accountant | Treasury & Customer Accounts

- Managed treasury accounts, including cash handling, disbursement, and receipt vouchers.
- Responsible for daily closing and transaction reconciliation.
- Handled customer accounts, including:

- Regular monitoring of balances
 - Performing account reconciliations
 - Ensuring timely collections and follow-ups
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Skills

- Proficient in accounting software
 - Advanced Microsoft Excel skills
 - Strong working knowledge of Microsoft Word and PowerPoint
 - Fast learner with strong analytical and problem-solving abilities
 - Effective team player with the ability to work independently
 - Self-motivated and committed to continuous learning
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Languages

- Arabic: Native
- English:
 - Reading: Good
 - Writing: Good
 - Speaking: Fair