



# Manar AlAkramy

Accountant

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Damascus, Syria

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## EDUCATION

### Master in economic and social planning

economic and social planning institute

10/2019 - Present

### Accounting specialty

Damascus university-faculty of economics

09/2014 - 08/2019

## WORK EXPERIENCE

### Accountant

ALTANMYA Consulting & Auditing

03/2022 - Present

#### Achievements/Tasks

- implement all financial operation on ODOO accounting model
- Handling cash flow and Entering cash accounts diaries (funds and banks) on ODOO ERP
- Entering all accounting entries for financial operations not related to purchases and sales
- Organizing fixed asset models and following up on depreciation expenses using ODOO ERP
- Preparing interim financial statements on a monthly, quarterly and semi-annual basis

### Accountant

Advance solution

08/2020 - 03/2022

#### Achievements/Tasks

- Conduct periodic inventories
- Handling cash flow
- Periodic reconciliation of accounts with merchants
- Prepare and process journal entries then complete general ledger operations

### Accountant

international University of science and technology.(dental supply center)

09/2018 - 07/2019

#### Achievements/Tasks

- Conduct periodic inventories
- Handling cash flow
- Periodic reconciliation of accounts with merchants
- Prepare and process journal entries then complete general ledger operations

## SKILLS

Teamwork

Self-motivation

Negotiation

Creativity

Adaptable

Microsoft Excel

Fast learning

## CERTIFICATES AND COURSES

Intermediate accounting (IA) (04/2018)

Al-Yousser for Engineering Upgrade Company

Excel Skills for Data Analytics and Visualization Specialization (02/2022)

{3 courses} Macquarie University (Coursera)

Think like a CFO Specialization (12/2021)

{4 courses} IESE Business School(Coursera)

Excel Skills for Business Specialization (03/2021)

{4 courses} Macquarie University (Coursera)

Financial Accounting: Advanced Topics (06/2021)

University of Illinois at Urbana-Champaign (Coursera)

Formal Financial Accounting (06/2021)

University of Illinois at Urbana-Champaign (Coursera)

Operations Management: Analysis and Improvement Methods (05/2021)

University of Illinois at Urbana-Champaign (Coursera)

Managerial Accounting: Tools for Facilitating and Guiding Business Decisions (04/2021)

University of Illinois at Urbana-Champaign (Coursera)

Managerial Accounting: Cost Behaviors, Systems, and Analysis (04/2021)

University of Illinois at Urbana-Champaign (Coursera)

Accounting for Business Decision Making: Strategy Assessment and Control (04/2021)

University of Illinois at Urbana-Champaign (Coursera)

Accounting for Business Decision Making: Measurement and Operational Decisions (03/2021)

University of Illinois at Urbana-Champaign (Coursera)

Al-Ameen accounting software (10/2018)

## LANGUAGES

Arabic



English

