



Nour Khalil Ahmad

Gender	Female
Nationality	Syrian
Date of Birth	1996-11-14
Current address:	
Country	Syria
City	Rif Dimashq
Address	Al thawrah street .. beside khaldoon pharmacy
Fixed Phone	+963-11-5772657
Mobile Number	+963-936-970763
E-mail Address	nourA7mad65@gmail.com
Marital Status	Not Single
Driving License	None

Targeted Job

Objectives	Increase my experience
Targeted Job Type	Full time - Part Time
Targeted Job Category	Finances/Accountancy - Banking/Insurance
Desired Work Location	Damascus - Rif Dimashq
Availability to join a job	Within 2 weeks
Desired Net Salary	Confidential

Experiences

Company Name	Hadeed for metal manufacturing
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Start Date 2023-06-01
End Date Still Working
Job Title Cost Accountant
Field of Work Finances/Accountancy
Job Type Full time
Work Place Syria / Rif Dimashq

Company Description Strong company and cooperative work team

Responsibilities

- * Collect cost information
- * Building data accumulation systems
- * Determine fixed and variable costs
- * Reviewing standard and actual costs and *indicating deviations and their percentages
- * Analyze and report profit margins
- * Preparing monthly, quarterly and annual cost forecasts
- * Ability to combine different financial data
- * Providing accurate information about the cost of the product
- * Follow up and audit manufacturing processes

Benefits Health and social insurance and transportation

Company Name Hadeed for metal manufacturing

Start Date 2022-07-01
End Date 2023-07-01
Job Title AP Accountant Grade 1 - 07/2022 until now
Field of Work Finances/Accountancy
Job Type Full time
Work Place Syria / Rif Dimashq

Company Description A strong company, a cooperative team, and a comfortable work environment

Responsibilities Keeping track of all payments and expenditures, including payroll, purchase orders, invoices, statements
•Reconciling processed work by verifying entries and comparing system reports to balances

Benefits Insured transportation, health insurance, social insurance

Company Name Hadeed for metal manufacturing
Start Date 2022-07-01
End Date 2023-07-01
Job Title Warehouses, fixed assets accountant Grade 1
Field of Work Finances/Accountancy
Job Type Full time
Work Place Syria / Rif Dimashq

Company Description Comfortable work environment, helpful and understanding staff
Responsibilities determines the inventory accounting methods and also analyses the inventory related reports so as to find the possible flaws in inventory storage, transportation, costing etc.
•monitor all the transactions related to inventory and keep himself updated about the inventory which has been used or the items that have to be stocked up for future use
Benefits Insured transportation, health and social insurance

Company Name Hadeed for metal manufacturing
Start Date 2018-11-04
End Date 2022-06-30
Job Title treasury accountant
Field of Work Finances/Accountancy
Job Type Full time
Work Place Syria / Rif Dimashq

Company Description Comfortable work environment, helpful and understanding staff
Responsibilities Recording daily entries.
Following up bank and fund balances and their movements.
Closing and accounting adjustments, reconciliations.
Making cash flow report.
Following up on internal and external transfers, purchase orders, disbursements and receipts, and submitting reports on all of the previously mentioned.
Benefits Insured transportation, health and social insurance

Education

Degree Name	Bachelor's degree in economics
Graduation Year	2018
Educational Institution	Damascus university
Degree	Bachelor/ License Degree
Rate	72
Location	Damascus
Major	Banking and insurance

Skills

Skill Name	Level	Years of Experience	Last used	Description
Excel	Advanced	5	Still using	
Computer	Advanced	5	Still using	
IAS	Intermediate	1	Still using	International accounting standards

Languages

Mother Tongue Arabic

Foreign Languages

Language	Reading	Speaking	Writing
English	Excellent	Excellent	Excellent
French	Good	Good	Good
Arabic	Excellent	Excellent	Excellent

Attended Courses

Course Name	CMA
End Date	2019
Institute	Sky education
Certified	Yes
Location	Damascus
Course Field	Administrative accounting

Course Name	Advanced English
End Date	2018
Institute	Sky education
Certified	No
Location	Damascus
Course Field	English language

Course Name	Professional accountant
End Date	2018
Institute	Utc and lutfi al salamat
Certified	Yes
Location	Damascus
Course Field	Accounting A to Z

Course Name	Accounting programs
End Date	2018
Institute	Asia
Certified	Yes
Location	Damascus

Course Field Accounting

Course Name Excel financial

End Date 2018

Institute Asia

Certified Yes

Location Damascus

Course Field Excel

Course Name Icdl

End Date 2017

Institute Asia

Certified Yes

Location Damascus

Course Field Computer programs

Course Name Communication skills workshop

End Date 2018

Institute Ousos

Certified Yes

Location Damascus

Course Field Workshop

Course Name Excel advanced

End Date 2017

Institute Paradise

Certified Yes

Location Damascus

Course Field Excel