

QUSAI FARHAN QAESY

GENERAL ACCOUNTANT

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Abu Dhabi



EXPERIENCE

Accountant

Dar AlAyam Contracting & General Maintenance

Dar Al Ayam Publishing & Advertising

12/2021 - Present AUH

- Establishing all accounting operations according to international standards
- Manage VAT and Corporate TAX filling and registration
- Preparing the financial statement in accordance with international and accounting standards
- Controlling the cost of projects and following up on customers and suppliers

Accountant

GT9 Auto Care Company

09/2021 - 12/2021 AUH

- Preparing and entering sales and purchase invoices and daily entries
- Organizing annual reports for the facility
- Organizing and auditing accounts and preparing tax reports

Lab Technician

Arab Geotech

06/2020 - 09/2021 AUH

- Laboratories for soil and material testing from Lab Technician
- Preparing all types of soil investigation according to the required standard
- Registering and preparing reports for the Test and registration samples
- The ability to take samples from the sites to carry out the required tests

Coordinator of Computer Reporting, research and writing

Alibtikar Bookshop

11/2019 - 06/2020 Abu Dhabi - United Arab Emirates

- Doing university reports and research in all its forms
- Writing and entering data on a computer
- Prepare invoices and make accounts for the facility
- Send e-mails and submit on the websites

Employee and trainee

Syrian Commercial Bank

05/2019 - 11/2019 Syria - Daraa

- Solve customer problems and inquiries
- Knowledge and knowledge of the bank's work in general
- Training in how the different sections of the bank work
- Knowledge of banking accounting matters
- Knowledge of the work of exchange companies

Accountant and sales manager

Al Noor Medical Warehouse for Medicines and Medical Devices

05/2016 - 05/2019 Syria - Daraa

- Prepare daily buying and selling invoices
- Prepare budgets for annual financial statements
- Preparing daily, monthly and yearly reports and drafting
- Supervising the purchase and sale process
- General salesman

Mathematics and Physics teacher

Al-Faraoan School

10/2013 - 05/2016 Syria - Daraa

- Teaching in modern, ideal and smooth ways
- Preparing educational strategies and good curricula
- Good handling of students and communication of the idea given
- Good communication with students in the class

SUMMARY

Resident Visa ACCOUNTANT Detail-oriented accounting professional with deep understanding of financial analysis and reporting. Seeking to re-enter the workforce after a career break to contribute my expertise and continue my growth in the financial sector.

EDUCATION

Bachelor's degree

Damascus University

01/2013 - 01/2018 Syria

- Damascus University
- Bachelor's degree, Faculty of Economics
- Insurance and Banking Department

LANGUAGES

Arabic

Native



English

Proficient



SKILLS

Driving license

Excel

Icdl

Mathematics

Peachtree

Microsoft Office

Powerpoint

Quick books

Tally

Well Organized