



# Abd Alsalam Hamdi

Accounts\_manger\_finance

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## Personal Information

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 Age	32 Years
 Gender	Male
 Nationality	Syrian
 Experiences	More Than 10 years
 Military Service	Exempt

## Contact Information

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 0962820841

 abdalsalamhamdi950@gmail.com

 Aleppo , Aleppo



## Education

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2013 2020 **Bachelor Degree in Faculty of Economics**  
Grade 68  
Aleppo University

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2011 2012 **Deploma in Medical technical Institute anesthesia and resuscitation**  
Grade 78  
Aleppo University

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## Courses

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01 - 2023 **dynamics 365**  
Syrian Society for Scientific Research

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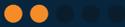
12 - 2022 **Cholera response**  
Syrian Arab Red Crescent

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# Skills

- ▶ ICDL 
- ▶ Health information system 
- ▶ Bazaar Accounting Program 
- ▶ Advanced Excel 
- ▶ Al-Ameen Accounting Program 
- ▶ Printing 
- ▶ Albyan Accounting Program 

# Languages

- ▶ French 
- ▶ Arabic 
- ▶ English 

# References

Line Manager / rakaez

- ▶ Mahmoud hatabi

M.hatabi@rakaez.sy

General Manager / Advisory

09 - 2022 **Disability Awareness and Integration**

Syrian Arab Red Crescent

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08 - 2022 **BSAFE**

unicef agoora

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07 - 2022 **financial management for construction companies**

Al mutawasset For Contracting

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05 - 2022 **Investing in the stock exchange**

Union of Charities

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03 - 2022 **Information Security System ISO 27001**

Syrian Center for Quality Experts

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01 - 2022 **Quality Management System ISO 9001**

Syrian Center for Quality Experts

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05 - 2021 **International Humanitarian Law**

Syrian Arab Red Crescent

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03 - 2021 **Disaster management**

Syrian Arab Red Crescent

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09 - 2020 **Communication Skills**

Youth Empowerment Center

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▶ majid dabbit

No.email@gmail.com

Head of Department / alrazi

▶ Dr. Muammar Faour

No.email@gmail.com

General Manager / emkan

▶ adib hatabi

info@emkan.sy

03 - 2020

## Fundamentals of Banking

Youth Center

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05 - 2018

## Cardiopulmonary resuscitation (CPR)

Syrian Recovery Council

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07 - 2017

## The Basic Life Support (bls)

Syrian Recovery Council

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## Work Experience

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09 - 2023

Until now

## Accounts\_manger\_finance at Hatabi Holding Group

Evaluating, analyzing and approving disbursement and payment requests. Performing cash balancing on a daily and weekly basis. Conducting projects feasibility studies. delivering funds to suppliers, workers and employees, receiving cash flows, and approving the liquidation of advances after reviewing invoices.

06 - 2020

09 - 2023

## Private Teacher at Faculty of Economics

Teaching feasibility studies and related software for faculty of economics undergraduates of all specializations.

11 - 2020  
09 - 2023

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## **Data entry and report preparation at Syrian Arab Red Crescent**

patients data entry on Microsoft Office and on the cercsent's designated platform. preparing daily, monthly, semi-annual and annual reports, preparing reports of motor aids distributed to beneficiaries Sending reports to Syrian cercsent HQ. Making and maintaining a data base of patient files and reports

03 - 2013  
09 - 2023

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## **Operating room/intensive care unit**

**at Several public and private hospitals**

Preparing the patient before and after surgery in terms of vital signs, giving anesthetic drugs, coordinating with the specialist doctor, the rest of the surgical departments, and performing cardiopulmonary resuscitation

05 - 2015  
01 - 2020

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## **Accountant at Prince's Hospital**

05 - 2016  
07 - 2016

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## **Volunteer at WHO**

Field supervision of volunteers in mobile teams

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