

Mohammed Shadid

Accountant

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SUMMARY

Ambitious accounting professional with one year of experience, seeking a position in accounting or finance. Eager to utilize and expand my skills while working alongside experienced professionals. Committed to contributing to the growth of the organization through accurate financial management and continuous professional development .

SKILLS

- Good understanding of maintaining accurate and up-to-date financial records.
- Good understanding with posting and reconciling entries in the general ledger.
- Basic understanding of tax regulations and Good understanding with tax return preparation.
- Ability to reconcile bank statements with company records to ensure accuracy.
- Skilled in performing account payable reconciliation.
- Skilled in maintaining accurate and organized bookkeeping records.
- Experienced in managing petty cash funds, ensuring proper documentation, reconciliation, and accurate reporting of small transactions.
- Ability to prepare financial statements including balance sheets, income statements and cash flow statements.
- Good at preparing and analyzing financial reports.
- Communication skills , Time Management , Attention to Detail , Problem - solving .

EXPERIENCE

Accountant, Sukkar-sweet, Tulkarem 02/2022 - 12/2023

- Performed daily bookkeeping tasks, including recording transactions, reconciling accounts, and maintaining general ledgers.
- Assisted with the preparation of monthly, quarterly, and annual financial statements for internal review.
- Generated detailed financial reports using accounting software such as Excel spreadsheets.
- Prepared monthly bank reconciliations to ensure accuracy of recorded transactions.

Warehouse Operation Manager, DeFacto Fashion, Ramallah 08/2020 - 01/2022

- Implemented a new barcode scanning system to improve accuracy and efficiency in tracking inventory.
- Collaborated with cross-functional teams to optimize warehouse layout and streamline workflow processes.
- Optimized space utilization within the warehouse by implementing efficient racking systems and storage solutions.
- Managed a team of warehouse associates.

Accountant, Maraqa & Brothers Sanitary Ware, Ramallah 07/2019 - 07/2020

- Performed monthly bank reconciliations to verify the accuracy of financial data.
- Developed comprehensive financial reports for management review on a monthly/quarterly basis.
- Collaborated with clients to gather necessary information for tax planning purposes.
- Prepared and analyzed financial statements, ensuring accuracy and compliance with accounting principles.

Tax Expert (Part Time Internship), Abu Ramzi's Certified Accounting Office , Tulkarem 01/2018 - 06/2019

- Income tax .
- Value-Added Tax (VAT) .
- Property Tax .
- Excise Tax.

EDUCATION

Arab American University | B.Sc. in Accounting, Jenin 09/ 2014 - 2018

Participated in awareness campaigns in collaboration with **the Ministry of Finance - General Administration of Taxes** on the importance of taxation and its impact on the prosperity of the local economy.