

Ammar Al-Ashker

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Junior Accountant

A supportive and positive-attitude individual, with sharp analytical thinking, strong problem solving skills and good organizational abilities.

With 2+ years of Experience as an accountant and a Bachelor degree, can be a valuable asset to an accounting team as a junior accountant.

EXPERIENCE

Accountant

Jul 2021 - Sep 2023

Teymour Commercial Group, As Suwayda

A company of a wholesale building and two convenient stores. As the accountant for the convenient stores separately...

Responsibilities:

- Financial reporting to senior management, Monthly.
- Payroll calculation for staff, Monthly.
- Comparing the Book Inventory with the Actual Inventory, Monthly.
- Keeping up with all accounts payable and receivable, Weekly.
- Comparing a reconciliation statement with the main company's data, weekly.
- Sales Auditing for 3 shifts in both of the convenient stores, Daily.
- Entering all cash traffic and invoices to the data, Daily.

Achievements:

- Entered a 3 months' worth of data in a shocking period of less than 3 days that saved the company a lot of time.
- Implemented a precise procedure for the cashiers that allows to pinpoint any neglects.
- Was promoted to have the management role next to the accounting role during the last 4 months that required me to have extraordinary time management skills.
- Got a Farewell party and a 200% bonus for the last month as a thank you gift from the owners, as we became a family during the years I worked with them.

EDUCATION

Bachelor of Commerce (B.Comm.) - Accounting

Sep 2018 - Oct 2023

Damascus University, Damascus

SKILLS

Accounting Software, Microsoft office, QuickBooks, Al Ameen, Proficiency with computers, Fast typing, Problem solving, Critical thinking, Communication , Teamwork, Adaptability, Attention to detail, Accounts payable, Accounts receivable , Tax, Financial statements , Accounts reconciliation, Bookkeeping, Accounting principles, Data entry, Ethical, Organized, Multitasking, Work Visa, Native Arabic speaker, proficient in English