



MOHAMMED BELKHAIR

ACCOUNTANT

CONTACT

☎ 0910067540

✉ Almodallal88@gmail.com

📍 Tripoli_Kashlav

EDUCATION

- Bachelor's degree in Accountant.University of Al-Jabal Al-Gharbi, Faculty of Accounting, Gharyan

2019 - 2024

SKILLS

- Teamwork
- Time Management
- Leadership
- Effective Communication
- Knowledge of Microsoft Excel
- Microsoft Word
- Microsoft Outlook
- Technology Proficiency

LANGUAGES

- Arabic (native speaker)
- English (Intermediate)

PROFILE

- A recent graduate in Accounting with a [Bachelor's Degree], seeking a junior accounting position. With a strong understanding of accounting principles and proficiency in [Odoo, Excel], I am eager to apply my knowledge and contribute to a team. Quick to learn, adaptable, and committed to delivering accurate and efficient work while maintaining confidentiality.

Experience

- Sales Representative:
- Advanced Medicine Company (2020), Achieved sales targets and developed strong client relationships.
- ERP Odoo Training:
- Al-Maksab Training and Consulting (2024), Completed a two-month training on basic Odoo ERP system skills, focusing on setup and operations.

Courses

- Fundamentals of Accounting on Odoo ERP
- MINI MBA - Libyan Castle Center for Human Development.
- Modern Administration Leadership - Libyan Castle Center for Human Development.
- Personal Strategic Planning - Libyan Castle Center for Human Development.
- Presentation and Speaking Skills Course - Libyan Castle Center for Human Development.
- English Intermediate Course - PTQI (Libyan Petroleum Institute)
- ICDL Certification - Holoul Academy for Training
- 'Secrets of Success in Work,' organized by Creativity House Training Center on September 27, 2024.

Reference

Available upon request