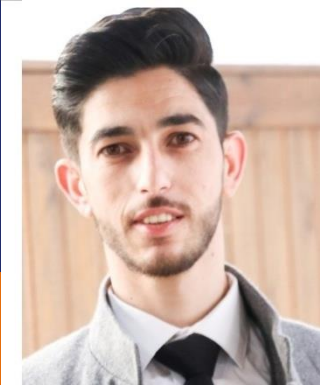




KHALID ATAWNEH

Professional Accountant

PERSONAL INFORMATION

Name: Khalid Taleb Atawneh

Birthdate: 13 Dec,1997

Gender: Male

Residence: Hebron-West Bank

Nationality: Palestinian

CONTACTS



Hebron – Beit Kahel



+972 59 412 3083



atwenh972@gmail.com



Khalid Taleb Atawneh



Driving

I Have a driving license.

SOFT SKILLS

- ❖ Responsible and good team player.
- ❖ Ability to work under pressure.
- ❖ Very good communication skills.
- ❖ Analytical thinking, Persuasion skills.
- ❖ Leadership, energetic, optimistic.
- ❖ Ability to initiative & creativity.

HOPPIES

- Volunteering.
- Travelling.
- Reading
- Walking.

Education

● 2015 -2019

Bachelor's degree

Hebron University (HU), Hebron

Faculty of Finance and Management

Accounting sciences and management

Grade: 72.40%, good

● 2014 -2015

High school

Dawoud Al-Atawneh Boys Sec.

Tawjihi Literary Stream

Grade: 86.0%, V.good

Basic Skills

Language Skills

Arabic. ★★★★★

English. ★★★★★★

Hebrew. ★★★★★★

General Software

MS Office Package ★★★★★★

E-Mails & Telecommunication. ★★★★★★

Accounting Software

EXEL Financial Accounting ★★★★★★

Arabi Acc. & Financial Management ★★★★★★

Shamel & Quds Program Accounting ★★★★★★

Bessan Program Accounting ★★★★★★

Accounting Skills

Preparing project budget, Cost analysis, monitoring reports.

Calculate taxes and prepare tax returns in compliance with the payments and tax requirements.

Reconciling daily, monthly and yearly Accountant transactions.

Analysis and preparation of financial statements according to standards.

Manage balance sheets and profit/loss statements.

Report on the company's financial health and liquidity.

Calculate and apply the fair share percentage of income on the budget preparation stage and ensure monthly budget for expenditure.

Contribute to providing feedback to the donor comments on reports and budgets.

Achievements & Courses



World Technical Elite (WTE), Hebron - Palestine
Diploma of Hebrew language,

60 Credit hour.



Professional Academy for Finance & Management (PAFM), Ramallah – Palestine

- **Diploma of (IACPA)** International Arab Certified Public Accountant,
- **Course (CFM)** Certified Financial Manager,
- **Course (CME)** Costing Modelling Expert,
- **Course (PFA)** Professional Financial Accountant,
- **Course (TAX)** Tax Office Manager,

200 Credit hour.

50 Credit hour.

50 Credit hour.

70 Credit hour.

50 Credit hour



Hebron Chamber of Commerce and Industry (HCCI), Hebron – Palestine
Computer Accounting Training Course,

50 Credit hour.

- Al Arabi Accounting Program.
- Al Quds Accounting Program.
- Al Shamel Accounting Program.
- Trusted Systems Acc. Program.



Inmaa Center for Services & consulting , Hebron - Palestine
Course in Excel Accountant Program

30 Credit hour



CANADA GLOBAL CENTRE CONSULTING AND TRAINING
Course (BAM) BANKING ACCOUNS MANAGEMENT

30 Credit hour

Companies & Experience



Alburaq for furniture Company, June 2019 –Now, Part time (3 Years)

alburaq_in@hotmail.com

Financial Accountant

My Role: Manage all accounting transactions, Handle monthly, quarterly and annual closings, Ensure timely bank payments, compute taxes and prepare tax returns.



Shawar for Plastic Company, Sep.2019– Mar. 2021, Full Time (1 Year 6 months)

shawarplastic.ps

info@shawarplastic.ps

Operational Accountant

My Role: Ensure accurate recording and analysis of revenues and expenses, Perform day-to-day financial accounts, Ensure financial transactions are performed in compliance with company policies



Erad Consumer Goods Company, April 2021 – AUG 2024, Full time (3 Year)

Wholesale & Supply Store

karamehseraj@gmail.com

Financial Accountant

My Role: Audit financial transactions and documents, Manage balance sheets and profit/loss statements, Manage all accounting transactions, Handle monthly, quarterly and annual closings, Ensure timely bank payments, compute taxes and prepare tax returns.

VOLUNTEER WORK

I received many trainings, courses, and I was socially active during my university period.



Volunteer with ActionAid Palestine (2019)

Youth initiative Coordinator

During the Corona pandemic, I was involved in an active role collaborating with AAP to distribute hygiene kits, Protection activities & raise awareness about Covid-19 in my local community, as a result of my role, I was chosen as a member of the local emergency committee.



Volunteer with MASARAT - The Palestinian Center for Policy Research & Strategic Studies (2021)

Coordinator for Beit kahel local cultural Library initiative

I prepared the full proposal & feasibility study for a cultural library in my town, suggesting it to the municipality and MASARAT center, after that I proceeded to managing the budget were donated by Masarat Center, I inspired my colleagues in the youth initiative to prepare the place for the library, lists of books and furniture, and I worked day and night to make this project as a story of success in my town.



Ro'ya Cultural youth initiative (2018-now)

General coordinator

The idea of the initiative came in the last year of my university studies, I started our activities with my friends to spread culture and make cultural activities such as reading chains, initiatives for exchanging books and novels, student debates, promoting social dialogue and raising public consciousness through these activities.



*** Department of cultural & youth at Hebron Governorate.**

I was involved in many social and charity activities during 2016-2017.

*** Higher Council for Youth & Sports – Palestine (HYCS)**

I was a volunteer and coordinator in several summer student's camps under the supervision of HYCS

REFERENCES



Mudar Al-Wawi

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Sa'ed Jarwan

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