

AYA NOFAL ASHOUR
Accounting.

PROFESSIONAL SUMMARY

Accounting graduate with strong academic performance and practical experience at UNRWA. Detail-oriented, organized, and skilled in financial records, data entry, and administrative support.

EDUCATION

Bachelor of Accounting –
Al-Quds Open University | 2022
GPA: 89.8%

General Secondary Certificate –
Literary Stream | 2017
GPA: 92.6%

PROFESSIONAL EXPERIENCE

Clerk – UNRWA, Beit Hanoun

Nov 2022 – May 2023

Accurate data entry and records management

Preparation of administrative and basic financial documents

Support for daily office operations

SKILLS

Accounting Basics

Financial Records Management

Data Entry & Documentation

Microsoft Excel & Word

Attention to Detail

Time Management

Teamwork & Communication

LANGUAGES

English – Good command

(Speaking , Reading , writing)

Turkish – Good command

(Speaking)

Interests and hobbies:

A love of continuous learning about everything useful and beneficial for developing myself, my skills, and my experience;

reading useful books and novels;

listening to helpful podcasts;

a love of learning languages and learning them quickly;

good writing skills; and writing everything down daily.

My personal informations:

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