

AHMAD AMIN ABU KHMAISH

ACCOUNTANT

CONTACTS

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Tulkarm | Palestine

28/09/2000

SKILLS

Microsoft office programs · Technical competence · Financial reporting · Analytical skills · Ethical integrity · Communication skills · Auditing skills · Shamel Program · Bisan Program · Data Analysis

CERTIFICATES

PFA (Professional Financial Accountant)
PAFM

CFO (Chief Financial Officer)
PAFM

VAT (Value Added Tax)
PAFM

Income Tax
PAFM

LANGUAGES

ARABIC	**Native**
ENGLISH	**Good Oral And Written**

SUMMARY

A highly skilled financial and administrative accountant with over two years of experience in general accounting, as well as practical experience in banking and cash operations as a treasurer. Possesses advanced skills in financial reporting, cash flow management, reconciliations, customer service, and regulatory compliance. Holds professional certifications in accounting and banking and is committed to contributing to sound financial management and effective accounting practices.

EXPERIENCE

Kafr Al-labad Sports Association 05/2024 - 12/2025
Accountant

- Track cash flow throughout the association's activities.
- Reconcile revenues and expenses, conduct and record accounting operations.
- Prepare financial statements, including balance, income statements, and cash flow statements to summarize the financial performance and position of the company.
- Analyze the financial statements to identify discrepancies and opportunities for improvement.

Bait Almaqdes Exchange Company 08/2023 - 04/2024
Teller

- Exchanging foreign currencies and sending and receiving quick transfers.
- Conduct currency exchange transactions, including buying and selling foreign currencies, processing payments, and providing information about exchange rates and fees.
- Comply with regulatory standards to protect customer data and transactions.
- Handling all outgoing and incoming money transfers.
- Customer service and effective communication methods.

Trainee in the finance department of Kafr al-Labad municipality 06/2021 - 09/2021
Accountant

- Monitoring the implementation of the plan and comparing expenses and revenues with construction.
- Monitoring the collection of municipal taxes and fees such as license fees, waste disposal fees, building permit fees, etc.
- Monitoring the municipality's bank accounts and conducting periodic bank reconciliations.

EDUCATION

Palestine Technical University - Kadoorie Palestine
Accounting Information System 09/2018 - 07/2022