

Nada D. Ashayer

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Senior Accountant

PROFESSIONAL SUMMARY

I am a senior accountant with more than a decade of hands-on experience. I oversaw ERP implementations, updated tax and risk management procedures, and achieved substantial cost savings. I've effectively integrated complex financial systems and increased operational efficiencies. My proactive, inventive approach ensures profitability and long-term success.

PROFESSIONAL EXPERIENCE

Medline Medical Supplies Company
Senior Accountant and HR officer

(6/2022-9/2024)

- **Tax Compliance Excellence:** Identified and remedied tax problems, avoiding fines over 10,000 JOD and guaranteeing complete compliance with tax legislation.
- **Loan Management Optimization:** Rescheduled and pre-paid loans resulted in an annual savings of 14,400 JOD and a 20% reduction in bank interest and commission fees.
- **Receivables Enhancement:** Increased collection efficiency by 25%, recovering 30,000 to 40,000 JOD through thorough reports and proactive follow-ups with delinquent clients.
- **ERP Implementation Leadership:** Successfully installed a new ERP system to prevent recurring accounting errors and improve the accuracy of budget projections and financial reporting.
- **Cost-cutting initiatives include** renegotiating contracts with shipping and customs brokers, which reduced transportation and logistics costs by around 15%.
- **Standard Operating Procedures Development:** Created and implemented SOPs for numerous departments, streamlining procedures and increasing operational efficiency by up to 30 percent.
- **Risk-Based Pricing Strategy:** Created a customer segmentation framework to execute flexible pricing policies that reduced credit risk and increased cash flow by around 10%.
- **Advanced Financial Reporting:** Created complete financial reports, including aging reports, bank reconciliations, and trial balances, which improved forecasting accuracy by 20%.
- **Strategic Market Research:** Led market research activities to develop a focused collection strategy that reduced bad debts by 15% while increasing overall financial efficiency.

Al Faisaliah Healthcare Company
Senior Accountant

(11/2018-11/2020)

- **Managed a full financial transition:** orchestrated the integration of two accounting systems, transferring over 10,000 financial records and maintaining data integrity, resulting in a smooth firm sale.
- **Operated twin accounting systems:** Oversaw parallel system operations for 18 months, completing extensive reconciliations on 200+ monthly transactions to ensure continuous financial operations.
- **Prepared thorough financial reports:** Conducted exhaustive analysis of assets, receivables, and liabilities to provide key insights for firm valuation throughout the sale process.
- **Represented the company before tax authorities:** Actively participated in six audit sessions, presenting accurate financial reports that increased compliance and regulatory trust.

- **Maintaining proactive client communication:** Coordinated regular updates with over 25 key clients and hospital contacts to appropriately reflect post-acquisition data changes and maintain solid relationships.
- **Streamlined financial documentation:** More than 1,500 financial files were organized and preserved in accordance with industry standards, allowing for efficient retrieval and audit processes.
- **Earned professional recognition:** Tax assessors and senior leadership have recognized me for my rigorous financial preparations, which contribute significantly to flawless audit outcomes.

Medline for medical supplies (2/2017-10/2018)
General Accountant and HR officer

Abu Shakra Trading Company for Retail and Consumer Merchandise. (9/2012-1/2017)
Accountant

- **Developed Comprehensive Aging Reports:** Created the first aging report for over 150 customer and supplier accounts, easing review processes and allowing management to boost collections and minimize late balances.
- **Payroll operation:** make salary structure, salary scale, and rewards model, calculate income tax and social securities.
- **Accurate Bank Reconciliations:** Performed monthly reconciliations for three key bank accounts, detecting and resolving financial inconsistencies to guarantee total alignment with bank records.
- **Tax Compliance:** Prepared and submitted precise tax returns for a variety of duties, guaranteeing complete compliance with local and national tax legislation while avoiding penalties.
- **Supported yearly Budgeting:** Contributed to the creation of yearly budgets by providing detailed financial assessments that enabled management to make educated strategic decisions.
- **Improved Financial Reporting Skills:** Developed a solid accounting foundation through direct involvement in financial reporting and month-end closing processes, resulting in greater financial transparency and operational reliability.

Palestine Hospital. (2/2011-4/2012)
Treasurer

EDUCATION

- **Masters in accounting and finance - Hashemite University Jordan, Zarka.** (2015)
 - **Bachelor's Financial Economic - Hashemite University Jordan, Zarka.** (2009)
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COURSE AND CERTIFICATES

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| • Tax expert. | • Human resources management diploma. |
| • Preparing for a course: Jordanian Certified Public Accountant (JCPA). | • Workshop titled Advance excel |
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SKILLS

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| • Cash Flow | • Corporate Finance | • Financial Accounting |
| • Budgeting and forecasting | • Financial Planning | • Financial Analysis |
| • Internal Controls | • Financial Modeling | • Mergers & Acquisitions (M&A) |
| • Managerial Finance | • Financial Statements | |