Hamza Katlan

Accountant
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OBJECTIVE

I am a professional accountant with over three years of experience in accounting and finance. I have skills in preparing detailed financial reports and possess strong abilities in using accounting software such as [ERB]. I am adept at managing accounts, reviewing data, and ensuring compliance and accuracy. I am dedicated, detail-oriented, and capable of working under pressure to achieve financial goals and enhance the efficiency of financial operations within the organization.

EXPERIENCE

Changan company *04/2022 - Until now*
Accountant
- Reconciliation of bank accounts
- Follow-up on the cost of car orders
- Prepare car sales invoices
- Prepare journal entries
- Collection of checks
- Deposit cash in the bank
- Reconciliation of customer and supplier accounts

changan company *02/2021 - 03/2022*
Cashier
- Receiving money from customers .
- Carrying out cash budgeting and monthly .
- reports on credit and debit sales operations.
- submitting reports on the fund's daily expenses and revenues.

Jordanian islamic bank *1/2020 - 3/2020*
Trainee for bills of exchange department

EDUCATION

Hashemite university
2021
Bachelors of Accounting and Commercial law
Very good

Edraak
Mar 2020
Accounting and Financial Management

Designer House Academy
May 2019
International Computer Driving License

Utopia
Nov 2018
English Conversation

COURSES

Jordanian certified public accountant

Advance excel

SKILLS

- Effective communication. - Problem-solving. - Critical thinking and analysis.

- Teamwork. - Time management.

LANGUAGE

Arabic

ENGLISH

REFERENCE

References are available upon request - ""