

IBRAHIM MHANNAYEH

ACCOUNTANT

Knowledgeable Accountant bringing 2 years of experience in account reconciliations, streamlining accounts, and financial planning. highly motivated professional with a proven track record of delivering accurate reports and high-quality service. comprehensive and understanding of all aspects of accounting and financial planning Successful at revamping and strengthening controls, reorganizing processes, and simplifying procedures to maximize efficiencies. Proficient in BAZAR, Ameen, and QuickBooks.



✉ Ibrahim0199811@gmail.com

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📍 SHARJAH, UAE

WORK EXPERIENCE

ACCOUNTANT

SILVER TEX FURNITURE

01/2022 - Present

SHARJAH, UAE

Achievements/Tasks

- Updated journal entries and accounts on accrual basis with BAZAAR software.
- Processed staff payroll and other main aspects of financial transaction.
- reconciled bank accounts and general ledger accounts on monthly basis.
- Created quarterly and yearly balance sheets to track financial trends and performance.
- Reviewed and processed employee expense reports and vendor invoices for payment.
- Processed balance sheets, income statements, local tax returns for the company.
- Accurately documented all cash, credit, fixed assets, accrued expenses and line of credit transactions.

SALESMAN

TGT Store for trading threads

07/2017 - 05/2019

Aleppo- SYRIA

Achievements/Tasks

- Ability to assist customers and meet their needs.
- Communication skills, the art of dealing with all clients, and ability to promote products.
- Addressed customer inquiries and concerns to facilitate decision-making and minimized anxiety or hesitation
- Met customers and offered assistance with selecting merchandise, finding accessories, and completing purchases

ATTENDED COURSES

Accounting and Reporting (Quick Books Program) by Project Institute.

English Language – Pre-intermediate A – B1 by New Horizons Institute

Accounting Programs (Ameen & Bazar) by New Horizons Institute.

SKILLS

financial reporting

Auditing

Data entry

Bookkeeping

Tax accounting

Data Analysis

Expense Reporting

Software (Bazar, AMeen)

Microsoft Excel

Entering invoices

Sales and Marketing

General Journal Entries

Complex Problem Solving

EDUCATION

Bachelors

Faculty of Economics

MAJOR- Accounting

University of Aleppo

LANGUAGES

Arabic

Native or Bilingual Proficiency

English

Professional Working Proficiency

INTERESTS

READING

PHOTOGRAPHY

TRAVEL