

Victor Nathan

ACCOUNTANT

Summary

Accounting professional with good experience in a target driven environment. Proven track record in consistently and committedly delivering the services which enhance the company's credibility and profitability. With my administration and institutional abilities, I would also work to perform administrative tasks and responsibilities.

Experience

Accountant

Win International *Oct 2017 - Present*

- Prepared journal entries, complete general ledger operations, monthly, year-end closings and draw up financial reports.
- Managing payroll of 176 employees including foreign as well as local staff.
- Responsible for managing cash in hand of \$7,500 and fee of \$4 million approximately.
- Ensured proper recognition of revenue and expenses for departmental cost center activity.
- Vendor management including tax payments.
- Administer accounts receivable and accounts payable from our banks and treasury.
- Handled our account in banks and confirm the balances with our system.
- Assisted preparation and coordination of the audit process ,implementing and maintaining internal financial controls and procedures.
- Dealing with all finance related queries of staff and clients.

Junior Accountant

Vannes Solutions *Apr 2017 - Sep 2017*

- Responsible for teaching Financial Management to students and marking their assignments/mock exams.
- Marking assignments/mock exams of international students online.
- Preparing exam papers for weekly assessments.

Internee

JM Industries *Jan 2017 - Mar 2017*

- Preparing bank reconciliation and preparing weekly reports.
- Posted journal entries and maintained files and records required for the operations of financial workflow

Sports and Co-Curricular Activities

- School Prefect; A'levels (2014)
- Assistant Social Secretary; A'levels (2013)
- Badminton and Table Tennis Player; A'levels (2012-2014)
- Attended LUMUN'12

Contact

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Skills

Client Management	■ ■ ■ ■ ■
Proactive worker	■ ■ ■ ■ ■
Public Speaking	■ ■ ■ ■ ■
MS Office	■ ■ ■ ■ ■
Financial Accounting	■ ■ ■ ■ ■
Event Organization	■ ■ ■ ■ ■
Photography	■ ■ ■ ■ ■
Team Leadership	■ ■ ■ ■ ■

Languages

English	■ ■ ■ ■ ■
French	■ ■ ■ ■ ■
Arabic	■ ■ ■ ■ ■
German	■ ■ ■ ■ ■

Education

ACCA

San Jose State University

Aug 2014 - Apr 2017

A'levels

Northeastern University

Aug 2012 - Jun 2014

Referral

Will be produced on request