



Maral Javadzadeh

Ref : C0943-129

Years of experience: 7 years

International/foreign finance and accounting specialist

Tosee Tejarat Robina

Age:

26 years old

Marital status:

Single

Current Location:

Iran, Tehran

Nationality:

Iran

Salary expectation:

Not Specified

Mobile:

+98 -9381828812

Email:

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Website:

<https://www.linkedin.com/in/jvzdmrl>

WORK EXPERIENCE

FEB 2023



International/foreign finance and accounting specialist . 8 mos

Tosee Tejarat Robina . Iran. Tehran . Tehran

MAY 2022

All duties of international/foreign accounting

Preparing foreign payment orders

Preparing Debtors Report (Aging)

Preparing liquidity reports

Reconciliation of Bank and cash (EUR USD AED IRR)

Controlling foreign incomes and expenses/costs

Preparing monthly and annual P/L and other internal and external reports

Conversion gain and loss / calculate difference between transaction's currency and local currency

Controlling foreign mutual accounts

Controlling and preparing line's/agent's SOAs

MAY 2022



Finance and accounting specialist . 3 yrs 8 mos

Perse International Forwarding Co. . Iran. Tehran . Tehran

SEP 2018

Controlling airport branch financial activities and vouchers - Lufthansa-Austrian Cargo GSA

Conversion gain and loss(Accounts and payments)/calculate difference between transaction's currency and local currency

Preparing The aged list (Debtors)

Preparing bank reconciliation statement

Controlling guarantee accounts and bank guarantees

Declaration salary tax

Reconciliation of group accounts

Calculating Depreciation

Calculating and reserve Severance package

Preparing seasonal report (169)

Controlling SOA with agents

SEP 2018



Finance and accounting specialist . 1 yrs 1 mos

Narin East Cargo Forwarding Co . Iran. Tehran . Tehran

AUG 2017

Preparing seasonal report (169)

Preparing bank reconciliation statement

Preparing The aged list (Debtors)

Controlling sales invoices and accounts

AUG 2017



Sales accounting specialist . 1 yrs 10 mos

Hamarz 121 . Iran. Tehran . Tehran

SEP 2015

Controlling all of sale and purchase invoices

Preparing bank reconciliation statement

Booking daily transactions include invoices and credit notes

calculating salary and create a pay slip

Preparing insurance list

EDUCATION



ACCA Diploma -Finance/Accounting/Banking 2023 -
International Financial Reporting Standards (DIP-IFR)



Shariaty Technical College Bachelor(BSc/BA) -Finance/Accounting/Banking 2015 - 2017
Accounting



University of Applied Science and Technology Associate -Finance/Accounting/Banking
2013 - 2015
Cost Accounting



Hejab Technical School Diploma -Finance/Accounting/Banking 2012 - 2014
Financial Accounting

TECHNOLOGY SKILLS

OTMS Plus	Intermediate
Holoo System	Intermediate
Peyvast system	Intermediate
Hamkaran System	Advanced
Microsoft Outlook	Advanced
Sepidar system	Intermediate
Rayvarz system	Intermediate
Nosa	Intermediate
Microsoft Access	Basic
Microsoft PowerPoint	Intermediate
Microsoft Word	Intermediate
Microsoft Excel	Advanced

LANGUAGE SKILLS

English Upper intermediate

French Elementary

CERTIFICATE

Letters of Credit - LC . 2023

Professional Accountants Centre For Training - PACT .

Interior Decoration . 2021

Tehran Institute Of Technology - MFT .

Seasonal Report . 2020

Professional Accountants Centre For Training - PACT .

International Financial Reporting Standards (DIP-IFR) . 2020

Professional Accountants Centre For Training - PACT .

Academic conference of Labor law and Tamin Insurance . 2019

Sepidar System .

Resin Art . 2019

JDSUT - Sharif University of Technology .

Sepidar System . 2017

Sepidar System .

Holoo System . 2015

PMK .

about me

Although my main interest is in the field of finance and accounting, I always strive to learn new things. I see myself as a purposeful person and consider flexibility and honesty to be the most important qualities of myself. Every step that I take is to accomplish the goals of the collective, because I strongly believe that I grow when the collective does.
