



# Ahmad Yaghi

## Chief Accountant

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**Nationality:** Jordanian | **Marital status:** Married

A seasoned Chief Accountant with over 13 years of extensive experience in designing and managing financial systems, analyzing financial performance, and ensuring compliance with international accounting standards. Aspire to work in a dynamic professional environment where I can provide innovative solutions to enhance financial efficiency, manage cash flows, and drive profitability. Excel in leading teams, overseeing audit processes, and developing financial policies that align with the organization's strategic goals. My commitment to precision, in-depth analysis, and leveraging the latest accounting systems makes me well-equipped to deliver a positive and sustainable impact on the organization's financial performance.

### PROFESSIONAL EXPERINCES:

#### **1- Jordan Horizon Tours Company.**

**(From 2022 To Present).**

( Chief Accountant )

#### Main Responsibilities:

- Preparing financial statements such as income statements, balance sheets, and cash flow statements.
- Overseeing daily financial transactions, including invoices, payments, and collections.
- Monitoring expenses and revenues to ensure alignment with the company's budget.
- Implementing financial control policies and procedures to minimize errors and fraud.
- Leading and guiding the accounting team to achieve defined objectives.
- Calculating and filing tax returns in accordance with local regulations.
- Monitoring budgets and comparing them with actual company performance.
- Coordinating with banks and financial institutions to ensure liquidity.
- Working with external auditors during financial audits.
- Supervising the selection and implementation of accounting software and financial data management systems.
- Managed the full spectrum of financial and cost accounting functions, including Accounts Receivable (AR), Accounts Payable (AP), General Ledger (GL), forecasting, and budgeting.
- Oversaw day-to-day finance and accounting operations to ensure accuracy and efficiency.
- Maintained a full set of accounts and ensured the timely closing of financial statements.
- Reviewed and approved payment vouchers and journal entries to maintain compliance with financial policies.
- Conducted cash flow forecasting and budgeting, collaborating closely with operations and project teams to analyze margins, variances, and cost performance.
- Provided financial analysis and recommendations to support strategic decision making by senior management.

## **2-Petra Travel & Tourism Institute (2018 - 2021)**

( **Finance & Administrative Supervisor** )

### **Main Responsibilities:**

- Managed the annual budget and cash flows to ensure efficient resource allocation and achievement of financial goals.
  - Supervised daily financial operations, including accounts receivable, accounts payable, bank reconciliations, and preparation of monthly financial reports.
  - Ensured compliance with tax regulations and prepared necessary filings, such as VAT and income tax returns.
  - Conducted financial performance analysis and provided recommendations to enhance revenue and optimize costs.
  - Oversaw HR functions, including payroll management, leave tracking, and employee performance evaluations.
  - Managed administrative operations, including procurement, facility maintenance, and document archiving, to ensure operational efficiency.
  - Coordinated and implemented policies and procedures to improve financial and administrative performance.
  - Prepared training schedules and monitored their execution in coordination with relevant teams.
  - Delivered comprehensive reports to senior management with actionable insights to enhance operational and financial performance.
  - This version integrates financial and administrative responsibilities into a concise and impactful description.
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## **3-Time Travel and Tourism. (2014 - 2018).**

( **Senior Accountant** )

### **Main Responsibilities:**

- Directed the preparation of accurate financial statements and reports, ensuring compliance with international accounting standards and local tax regulations, including VAT and income tax filings.
- Oversaw accounts receivable, accounts payable, and general ledger processes, maintaining precise financial records and timely reconciliations.
- Managed budgets and cash flow, monitoring variances and ensuring sufficient liquidity to meet operational and strategic needs.
- Analyzed costs and revenue streams across travel packages, services, and operations, identifying opportunities for optimization and profitability enhancement.
- Coordinated with external auditors during annual audits, addressing findings to strengthen financial controls and transparency.
- Led a team of junior accountants, providing mentorship and fostering a culture of accuracy and continuous improvement.
- Administered ERP systems for accurate financial data entry, generating comprehensive monthly and annual reports to inform strategic planning.
- Designed and implemented robust financial policies and procedures, streamlining workflows to enhance operational efficiency and compliance.

## **4-Al-Jude Travel And Tourism. (2011 - 2014)**

### **(Junior Accountant)**

#### **Main Responsibilities:**

- Managed financial operations, including preparing accurate financial statements, handling accounts payable and receivable, and reconciling bank statements to ensure smooth cash flow.
- Processed payroll, ensuring timely and accurate salary disbursement, while maintaining compliance with tax regulations, including VAT and income tax filings.
- Prepared budgets, tracked expenses, and conducted financial analyses to identify cost-saving opportunities and support strategic decision-making.
- Designed and implemented HR policies and procedures aligned with company goals and labor laws, ensuring a productive and compliant work environment.
- Oversaw recruitment, onboarding, and employee performance evaluations, fostering a positive workplace culture and promoting professional growth.
- Maintained accurate employee records, managed benefits programs, and ensured timely renewal of visas and work permits.
- Addressed employee relations issues, resolved conflicts, and organized training sessions to enhance skills and performance.
- Collaborated with management to align HR and financial strategies, contributing to

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#### **EDUCATION:**

The Hashemite University, Jordan (2011)

**Bachelor's Degree in Accounting and Commercial Law.**

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#### **TRAINING COURSES:**

- A comprehensive course in the preparation of accounts for all sectors.
- Course income and sales tax.
- Computer Course |40-credit hours.
- Course in international standards IFRS.

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#### **PERSONAL SKILLS:**

- Communication and Connection skills.
- Organization skill.
- Teamwork.
- Problem Solving.
- Work under pressure.
- Strong decision maker.
- Leadership and supervision.
- Adaptation and flexibility.
- Accuracy and attention to detail.
- Skill in dealing with the computer and all its applications.

## **Technical Skills and Qualifications:**

- Proficiency in using accounting software and data analysis tools with a high level of efficiency.
  - Ability to prepare complex financial reports, including profit and loss statements, cash flow analysis, and future forecasts.
  - Experience in preparing tax returns and ensuring compliance with tax regulations.
  - Capability to develop accurate budgets, monitor their implementation, and analyze variances.
  - Expertise in cost analysis and preparing detailed reports to enhance efficiency and reduce expenses.
  - Experience in reviewing financial operations and ensuring compliance with policies and international standards.
  - In-depth knowledge of IFRS (International Financial Reporting Standards) and ISA (International Standards on Auditing).
  - Ability to guide and inspire the accounting team to achieve optimal performance and ensure effective coordination within the team and with other departments.
  - Ability to think strategically to help the company achieve its long-term financial goals and develop effective financial plans.
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## **LANGUAGES**

- **Arabic**: Native.
  - **English**: Very Good.
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