



Kinan Wehba

Accountant

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Damascus, Syria

SUMMARY

To build a career that offers challenge, growth and opportunities to enrich my knowledge and skills while contributing my best to the organization I work for.

EXPERIENCE

10/2018 - Present

General Accountant

Falez cosmetics ↗

- Reviewing all financial transactions for accuracy and ensuring that accounting records are up to date
- Preparing financial statements, tax returns, and other reports based on standard accounting practices
- Providing reports to management regarding the financial status of the company, including trends over time
- Managing accounts payable and receivable, including collecting payments and identifying potential risks of non-payment
- Preparing reports on financial activities, such as sales figures, cash flow projections, and inventory levels
- Reviewing purchase orders before they are processed to ensure that they comply with company policies
- Record the project's financial transactions on the financial system (Sahli Soft).

02/2013 - 09/2018

Accountant

Salhani and Nahas

- Review operations for account accuracy, manage banking reconciliations and exchange rates year-round.
- Prepare final budgets, issue financial and inventory reports, distribute profits, identify financial obligations for alerting and forecasting future expenses
- Manage financial operations for incoming/outgoing resources, determine overall business profits/losses.
- Record the project's financial transactions on the financial system (Al Ameen soft).

03/2012 - 01/2013

Accountant

Sedi Hisham ↗

- Responsible for the finance report and inventory for the distribution network.
- Calculating the salaries and benefits for the employees.
- Record the project's financial transactions on the financial system (Sahli Soft).

02/2010 - 06/2012

Customer Service

SahliSoft ↗

- Working in a leading company in the field of accounting software and data development has enhanced my experience in building accounting data to provide us with better results in the future, It also expanded my knowledge of accounting treatment methods for different professions and industries

01/2008 - 01/2010	Accountant Casucci ↗ <ul style="list-style-type: none">• Inventory Accountant• Record the project's financial transactions on the financial system (Al Ameen Soft)
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EDUCATION

2005 - 2009	Economics and Business Damascus University Bachelor's
2001 - 2004	Commercial High-school

CERTIFICATES

- Data Everywhere (Data analysis)** ↗
Google
- Using Python to Access Web Data** ↗
University of Michigan
- Python Data Structures** ↗
University of Michigan
- Programming for Everybody (Getting Started with Python)** ↗
University of Michigan

SKILLS

Microsoft Office	Advanced	Microsoft Dynamics NAV	Intermediate
Al Ameen Soft	Advanced	Programming (python)	Intermediate
Sahli Soft	Advanced	It and network	Intermediate

LANGUAGES

Arabic	Native	Persian	Basic
English	Intermediate		