

PERSONAL INFORMATION

Amar Ahmed Othman

Erbel - Iraq

07510578009

gamarothman2011@Gmail.com



Sex Female | Date of birth 01/01/1989 | Nationality Syrian

WORK EXPERIENCE

Jan 2014 – 2018

Responsible Accountant

Zein brothers - Syria

- Providing and interpreting financial information.
- Monitoring cash flow.
- Overall responsibility of all correspondence and balances transferring.
- Maintain contacts with other partners and follow up on all work related issues.
- Documentation.

Business or sector Accounting

EDUCATION AND TRAINING

2012-2016

Master Degree MSc. in Accounting

Tishreen University- Syria

- Year of graduation: 2016

2007-2011

Bachelor Degree BSc. in Economics

Tishreen University - Syria

- Year of graduation: 2011

PERSONAL SKILLS

Mother tongue(s) Arabic

Other language(s)

	UNDERSTANDING		SPEAKING		WRITING
	Listening	Reading	Spoken interaction	Spoken production	
English	B2	B2	B2	B2	B2
Replace with name of language certificate. Enter level if known.					

Communication skills

- Supportive, open-minded, outward looking, dynamic, initiative, organised, and flexible. I gained those skills through my experience as Accountant

Organisational / managerial skills

- Administration
- Analysis
- Analysing Issues
- Assessment
- Attention to Detail
- Attentive Listening
- Budgeting
- Business Intelligence
- Collaboration
- Communication
- Concision.

Job-related skills

- working to deadlines, Accountant skills, promoter , continual improver ,and diplomatic

Computer skills

- International Computer Driving
- Very good experience in (Accounting systems).
- Very Good experience in Microsoft office.
- Very good with Internet and research

ADDITIONAL INFORMATION

Other skills

- Energetic, hard working.
- Creative & teamwork player.
- Strong interpersonal communication and presentation skills.
- Good knowledge in fundamentals in management.

Certificates

- NLP: At Tawaf center. Training hours: 12
- Al Ameen program for accounting and warehouses: At Technical development center. Training hours: 20
- Job qualification Diploma which contain:
- Marketing.
- Human resources.
- Presentation skills.