

FAISAL ALZAHRANI

PROFESSIONAL SUMMARY

An enthusiastic individual seeking growth in a leading organization that utilizes my abilities to the fullest extent possible, helping me achieve great heights and achieve my potential

WORK HISTORY

Accountant, 05/2024 to Current

Trading & Development Partnership - Riyadh, Riyadh Region

- Improved cash flow management with timely collection and payment activities.
- Maintained confidentiality of sensitive information as per company policy.
- Managed financial records by organising and maintaining all accounting documents.
- Handled petty cash disbursement, preventing misuse of funds.
- Handled complex account reconciliations; ensured consistency in records.

EDUCATION

Bachelor's degree, Accountant, 08/2019 to 01/2024

Imam Abdulrahman Bin Faisal University - Khobar, Eastern Province

LANGUAGES

Arabic

Native

English

Intermediate

CERTIFICATIONS AND LICENSES

Microsoft Excel Spreadsheet Program Course

Financial Accounting Course (Socpa)

CONTACT

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WEBSITES, PORTFOLIOS, PROFILES

- <https://x.com/Faisalmateeq>

SKILLS

- Time management excellence
- Database management
- Balance sheet management
- Management accounting
- Cost Accounting
- Technical writing
- Crisis management
- Time efficiency