

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

CONTACT

Address: Dammam, Saudi Arabia

34271

Phone: 0581060601

Email: Faisalmateeq@gmail.com

LinkedIn: <https://www.linkedin.com/in/faisal-alzahrani-65321>

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

CERTIFICATIONS AND LICENSES

Microsoft Excel Spreadsheet Program Course

Financial Accounting Course (Socpa)