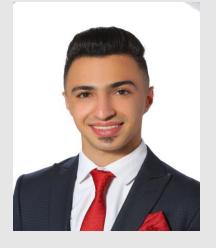
AMJAD ABU ALROOS



Contact

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Languages

Arabic – mother tongue English – advanced level in English (reading, writing, specking)

References

- 1- Dr-Abdallah Al-Zoubi
- Email(abdallahb@hu.edu.jo)
- 2- Dr-Ahmad Alhusban
- Email(<u>ahmad_alhusban@hu.edu.j</u> o)
- 3- Dr- Mahmoud Al Qasem

Email(mahmoudh@hu.edu.jo)

Summary

A confident, multi-skilled & capable accountant with excellent knowledge of finance & accounting procedures. Exceptional analytical problem solving skills & able to provide financial information to all areas of the business whilst ensuring that all management information is accurate, knows enough in Jordanian commercial law to assist companies legally.

Skill Highlights

• Attention to detail.

Communication Skills.

- Strong Excel Skills.
- Management Skills
- Target Orientated.

Experience

Jordan French insurance company

July-2021- Augest-2021

Prepares assets, liabilities, and capital account entries by compiling and analyzing account information . Completed daily cash functions like account tracking , payroll ,and wage allocations ,budgeting , donating and all types of cash and banking reconciliation .

Farrayeh & Partners Law Office Trainee

July 2020– September 2020 I learned how to order files, dealt with financial issue and dealt with issue of public shareholding companies.

Macdonald Kitchen Assistant and Barista

2016 – 2018

Keeping the working area, kitchen and canteen clean and tidy. Appling hygiene and safety regulations. Maintaining the kitchen equipment, utensils and machinery. Working on the till, taking cash.

Education

The Hashemite University

2016 - 2021 Bachelor's degree Accounting and Commercial Law, Grad 3.21/4 Al Hussein College School 2015 – 2016 High School Equivalent, Scientific Stream with grade is good

Certifications

- 1- Check not to falsify checks, seals and signatures course from the Association of Jordanian Legal Accountants.
- 2- Financial feasibility study for the project course from EDRAK.
- 3- Accounting and Financial Management course from EDRAK.
- 4- Advanced EXCEL Skills course from EDRAK.
- 5- Accountants for labor market using the program Quick books .