

CAREER OBJECTIVE

To find a challenging job, where I can utilize my knowledge. I like to work under a chain organization, where I can enhance and improve my existing skills and achieve experience in all areas of accounting information system and financial services; To understand the details of the accounting field by way of actual hands on experience and dealing with daily accounting information system problems..

PERSONAL PROFILE

- Name of Applicant: Laith Mohammad Abdulhadi
- D.O.B: May 9, 1996
- Languages: Native Arabic and English
- Nationality: Jordanian
- Marital Status: Single
- Address: Markka, Amman, Jordan
- Mobile Number: +962.78.8588358.
- Gmail: laith_mna3@yahoo.com

EDUCATION

- University: Al-Al Bayt University
- Subject: Accounting Information Systems (AIS). 2020

An accounting information system (AIS) involves the collection, storage, and processing of financial and accounting data used by internal users to report information to investors, creditors, and tax authorities.

It is generally a computer-based method for tracking accounting activity in conjunction with information technology resources. An AIS combines traditional accounting practices.

EXPERIENCE

1. Company: Creative Systems Company.
Job title: Trainee- Accounts and Tax Auditor
Location: Markka, Amman, Jordan.
Duties

Reviewing the payment processes in the organization and auditing accounting documents, budget data, funds account, checking the correctness and completeness of recording daily business operations, as well as accounting accounts and restrictions to obtain the results of the year, quarter or month.

2. Company: Tamer Corporation for Medical Supplies (TCMS)
Job title: Book-Keeping
Location: Khalda Amman, Jordan
Duties

Recording the accounting operations in the journal daily and classifying them by assigning a number to each entry, rotating it and migrating it to the general ledger.

SKILLS

- Excellent organizational skills with the capacity to deal with multiple tasks at the same time.
- Ability to deal with enormous quantities of financial data.
- Accurate recording of all cash activity on a daily basis.
- Numeracy skills, credit control, updating spreadsheets, and MS Office and Excel.
- A team player with outstanding oral and written communication skills.
- Ability to work under pressure.
- Good relationship builder.
- Teamwork member.