

Ali Mesfer Al Qahtani

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PERSONAL STATEMENT

A highly motivated and result-driven fresh graduate who is looking for an opportunity to apply the accounting and auditing skills and qualifications that I acquired. I seek to participate in your work-development and gain more experience and knowledge.

Education

Diploma in accounting

The Institute of Public Administration

Cumulative GPA: 4.59

| Jul 2019 – Mar 2022

Experiences

Al-Saleh & Al-Zoman CPAs, Dammam | Jun - Mar 2022

Student Trainee

- Providing investigative services by auditing books and financial records to locate evidence of fraud and other financial crimes.
- Assess losses and potential damage awards.
- Evaluating financial statements and assessing accounts for accuracy and compliance.
- Providing feedback reports on findings.
- Inspect internal systems and controls.

Zara Continental Hotel, Dhahran | Jul - Aug 2019

Receptionist

- Preparing and exchanging daily performance and income reports of the company with the concerned authorities, in addition to dealing with petty cash through the company's own system

Shawamer for Rent Cars, Khobar | Jul - Aug 2019

Car Rental Clerk

- Handling the branch's petty cash, in addition to using the company's own system while performing the tasks related to the job position.

Academic projects

- **Preparing Master Budget for a customized company**
| Feb 2020.
- **Financial analysis of Jarir in 2019**
| Mar - Apr 2020
- **Preparing the financial statements through Sage 50**
| Jan - Apr 2020

Courses

- **Computer Skills in administrative tasks.**
Elite Training Courses Special
| Dec 2020.
- **Problems-solving Skills.**
Droob
| Dec 2020.

Skills

- Financial reporting.
- Meticulous attention to detail.
- Mathematical and deductive reasoning.
- Analytical and problem-solving skills.
- Ability to work to deadlines, under pressure.
- Time management.
- Critical thinking.
- Active learning.
- Reports writing skills.
- Strong written and oral communication.

Technical Skills

- Strong IT skills
- Sage 50
- MS Office (Excel, PowerPoint, Word)

Languages

- Arabic | Native
- English | Full working proficient