

**JEHAIER F ALMUTAIRI**  
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## **EDUCATION**

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King Saud University, Riyadh – Diploma in financial accounting  
,3.98 of 5, (2017-2020)

## **EXPERIENCE**

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Assistant Accountant (Trainee), Ministry of Finance; Riyadh;  
2019-2020

General accountant, coffee day company; Riyadh;  
12/2020-till now

## **CERTIFICATES**

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2020 -Governmental Accounting in Branches  
2020 -Risk Management  
2020 -Effective Financial Performance  
2020 -Accounting and Financial Management  
2020 -value-added tax VAT  
2020 -Budget Management  
2019-Financial Accounting Principles.  
2019-management essentials.  
2019-retail sales management.

## **REFERENCES**

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Available upon request

## **PROFILE**

To make the utmost effort to reach the best centers and the highest levels by operating my skills and energy in my work to reach my goal and the place that I aspire to reach.

## **SKILLS**

- Time management
- Endure pressure.
- A curacy and speed of completion.
- Work with a team.
- Computer skills and office software (Excel - PowerPoint - Word).
- English is medium.