



NADA ALZAHRANI

FRESH GRADUATE

Profile

Highly assertive, competent and ambitious Accountant with excellent record. Having a unique approach to solve the problems. I am looking to obtain a rewarding and challenging position in a leading reputable organization, where I could invest my knowledge and interpersonal capabilities

EXPERIENCE

ACCOUNTANT

(AIO)

01/2022-05/2022

- Custody officer .
- Drafting Contracts.
- Check The Total Expenses.
- Create a file to save invoices, monitor, print and review them.

COURSES

- Fundamentals and principles of Financial.
- Accounting Adjustments Entries and Financial Statements Preparation .
- Accounting cycle.
- Accounting framework.
- Cost management .

LANGUAGES

English -Fluent (Step 79%)

Arabic -Mother tongue

 0536094358

 nada.job2022@gmail.com

EDUCATION

DIPLOMA IN ACCOUNTING

princess Norah university

2020-2022

MEMBERSHIP

Certification of membership in Saudi Organization for Chartered and Professional Accountants (SOCPA)

SKILLS

- Financial Reporting
- Payroll Accounting & Tax Computations
- Standard Cost Analysis & System Automation
- Accounts Receivable & Accounts Payable
- Eager learner
- Microsoft Excel Microsoft
- PowerPoint Microsoft Word