# ABDUL QADER

## Financial Accountant

Amman, Jordan | candidate@email.com | 0776099843

## PROFESSIONAL SUMMARY

Detail-oriented and analytical Financial Accountant with strong hands-on expertise in financial record-keeping, general ledger reconciliations, balance sheet preparation, and VAT/tax filing compliance. Highly proficient in advanced Microsoft Excel (VLOOKUP, Pivot Tables), ERP accounting software, and financial auditing standards. Committed to delivering 100% accurate financial reports and optimizing operational workflows.

## KEY CAREER HIGHLIGHTS

- Executed financial transactions, journal entries, and general ledger reconciliations.

## WORK EXPERIENCE

**Financial Accountant** • **Practical Training & Operations** — **2023 – Present**

*Amman, Jordan*

- Prepared daily ledger entries, bank reconciliations, and audited financial statements.
- Audited source documents, managed payables/receivables, and maintained compliance.
- Executed financial month-end reconciliations with 100% balancing precision.

**Financial Accountant** • **Professional Operations & Technical Tasks** — **2022 – 2023**

*Amman, Jordan*

- Professional Operations & Technical Tasks
- Executed financial transactions, journal entries, and general ledger reconciliations.

## CORE SKILLS & EXPERTISE

**Financial & Accounting Competencies:** General Ledger & Journal Entries • Bank & Account Reconciliation • Trial Balance & Financial Statements • Accounts Payable & Receivable (AP/AR) • Auditing & Tax Compliance

**Software, Tools & Platforms:** Advanced Microsoft Excel (VLOOKUP / Pivots) • Accounting Software (QuickBooks / Al-Aseel) • ERP Systems • Google Workspace & Gmail • Digital Financial Reporting

**Accounting Standards & Quality:** International Financial Reporting Standards (IFRS) • Internal Financial Controls • Cost Accounting & Variance Analysis • Document Archiving & Confidentiality

**Leadership & Professional Attributes:** Meticulous Attention to Detail • Analytical Problem Solving • Time Management & Deadline Adherence • Teamwork & Professional Collaboration • Ethical Integrity

## EDUCATION

**Associate University Diploma** • **Luminus Technical University College (LTUC)** — **2023**

*Amman, Jordan*

Accredited & Verified

## LANGUAGES

**Arabic** (Native) • **English** (Professional Working Proficiency)