PROFESSIONAL CANDIDATE

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

- 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)