# TAYSEER JAMEEL TAYSEER AL-DESE

**Accountant**

Amman, Jordan | tayseeraldese336@gmail.com | 00962795676949

## PROFESSIONAL SUMMARY

Detail-oriented Accountant with a solid foundation in financial reporting, reconciliation, and audit preparation. Proven track record of maintaining 100% accuracy in financial documentation and streamlining accounting workflows. Committed to operational excellence, data integrity, and supporting organizational financial health through diligent analysis and professional communication.

## KEY CAREER HIGHLIGHTS

- Achieved 100% accuracy in closing audit files and reconciling complex financial statements.
- Successfully streamlined reconciliation processes, reducing manual entry errors by 15%.

## WORK EXPERIENCE

**Accountant** • Nabil Sakajiha Company — 2024 – Present

*Amman, Jordan*

- Execute comprehensive journal entries and maintain accurate general ledgers to ensure financial transparency.
- Perform daily cash and card reconciliation, identifying and resolving discrepancies with 100% accuracy.
- Manage end-to-end payroll processing, ensuring timely and compliant disbursement of employee compensation.
- Assist in budget planning and financial forecasting to support management decision-making processes.
- Execute specialized gold accounting procedures, maintaining precise inventory and valuation records.
- Prepare detailed audit files and supporting documentation, facilitating seamless internal and external audits.

**Accountant** • Al-Saber Audit Office — 2023 – 2024

*Amman, Jordan*

- Conducted rigorous audit procedures to ensure compliance with statutory financial regulations.
- Managed client financial documentation, ensuring high-level data integrity and confidentiality.
- Collaborated with senior auditors to prepare trial balances and financial statements for diverse business entities.
- Streamlined documentation archiving processes to improve retrieval efficiency during audit cycles.

## 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

**Bachelor's Degree in Accounting** • Yarmouk University — 2024

*Jordan*

Accredited & Verified

## LANGUAGES

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