

ABDULREHMAN ISMAIL

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A dedicated, detail - oriented, and highly skilled accountant assistant with an extensive proven experience in handling and performing accounting activities and practices. looking forward to make a significant contribution to an organization that offers genuine opportunities for progression.

EXPERIENCE

FEB 2021 – FEB 2023

ACCOUNTANT, AL KAUTHER CONTRACTING COMPANY

- Reviewing and posting petty cash expenses.
- Led, managed, and advised on value added tax implementation to organization
- Provided inputs to develop and implemented strategies ensuring compliance with local laws and accounting standards.
- Dealt with banks and managed cash flows.
- Positive attitude and good communication skills
- Professional manner with an emphasis on hospitality and guest service
- Time-management and multi-tasking skills, with the ability to adequately prioritize tasks.
- Posting and maintaining purchase invoices

DEC2019 – JAN 2021

ASSISTANT ACCOUNTANT, MULTI PIXEL ELECTRONICS TRADING LLC.

- Prepared journal entries for year-end audits.
- Reviewed all ledgers and annual budgets.
- Preparing payment forms.
- Assist senior accountants in the preparation of monthly/yearly closings
- Prepare and submit weekly/monthly reports
- Keeping informed about current legislation relating to finance and accounting.
- Ability to work in a high-pressure, fast-paced environment

EDUCATION

2017- 2021

B.SC. IN ACCOUNTING, AJMAN UNIVERSTY

FEV-MAY 2023

DIPLOMA IN VAT COMPLIANCE-UAE, PWC

SKILLS

- Effective communication
- Leadership
- Integrity
- Tax Law
- Analytic reasoning
- Tally ERP9

PERSONAL INFORMATION

- Nationality: Palestine
- Driving license: Valid
- Date of birth: 24/02/1997
- Languages: Arabic, English