

Abdulaziz Alnuaimi

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Objective

A position with a company that will utilize my abilities in accounting while providing the opportunity to increase my knowledge and experience.

Work Experience

2025 - Present

Haier - Iraq

Senior Accountant

- Prepare and present accurate monthly, quarterly, and annual financial statements.
- Manage the general ledger, ensuring all financial transactions are properly recorded.
- Oversee accounts payable, receivable, and payroll functions.
- Conduct monthly and annual closing processes.
- Controlling of fixed assets.
- Reconcile bank statements and maintain.
- Lead, review and approve the work of junior accountants to ensure accuracy and compliance.

2023 - 2024

Vana Group

General Accountant

- Managed full cycle accounting processes for a portfolio of clients ensuring accuracy and timeliness of financial reporting
- Prepare daily reports of sales and purchases.
- Analysis of cash and expenses
- Assist the Finance Manager in preparing the financial statements, audits and taxes
- Financial Analysis
- Preparing month-end financial reports and data analysis
- Oversee accounts payable and receivable and other matches such as bank reconciliation
- Prepare the Accrual and prepayment journals.
- Prepare the banks transaction and banks statement.
- Accounting matching Between the sub company and the mother company and make control of financial transfers.

2021 - 2022

Atta Al-Khair Company For General Trading

General Accountant

- Oversee accounts payable and receivable
- Prepare financial statements PNL, B. Sheet and regulatory reporting documents
- Maintain account balances and bank statements
- Manage general ledger and assist month-end and year-end close processes
- Assist the accounting manager in preparing documents and interpreting complicated financial information for managers, executives, and C-Suite executives

2019 - 2020

MODERNITY INTERNATIONAL accountant & business advisers

Accountant and external auditor assistant

External audit Responsibilities:

- Assist in Inspecting financial statements to catch errors and misstatements findings and

recommending improvements Accounting Responsibilities:

- Preparing american journal entry, general ledger, record fixed assets, depreciation and trial balance
- Entering accounting data and entries such as petty cash, lease handling, adjustment entries, purchases, revenues & expenses entry, customs accounts and salaries entry
- Preparing contracting extracts, expenditures matching with revenues, percentages of achievement
- Post and process journal entries to ensure all transactions are recorded
- Preparing bank statements reconciliation, as well as accounts payable and receivable
- Assist in the processing of balance sheet, income statement and the other financial statements according to legal and company accounting and financial guidelines
- Preparing month-end financial reports and data analysis accountant

Education

Oct. 2019

AL-Ahliyya Amman University

- BSc. in accounting
- Grade: Very Good

Languages

Arabic — Native

English — Good

Certification

- English language (Conversation and skills) at American Language Preparation Center (Jordan)
- Practical Accounting at IGC Academy (Jordan)
- Contracts Accounting at IGC Academy (Jordan)
- CMA (in process)

Skills

- Accounting Systems: Sap, Odoo, Al-Ameen, Phenix and The One Accounting system.
- Microsoft Office