

Ameer

Baghdad Al-Dora
07709977216 • amirmilano4@gmail.com

Accountant

Accountant with experience in recording daily transactions and preparing financial reports. Skilled in Microsoft Excel, Word, and ERP systems such as Odoo. Detail-oriented and committed to accuracy, seeking to contribute effectively within a professional work environment

Work Experience

Accountant

2026

Europcar

- Responsible for managing payments and receipts, recording daily transactions, and performing account reconciliations while ensuring accuracy and proper financial documentation.

Accountant

2025/8/1 to 2025/12/31

American University Baghdad

- • Monitor payments and receipts
- • Record daily journal entries using Odoo ERP
- • Perform account reconciliations
- • Follow up on employee advances
- • Manage accounts payable and receivable
- • Assist in preparing financial reports
- • Support monthly closing process
- • Maintain accurate financial records

• Account Manager (Remotely)

2025

Rose Baghdad Company

- • Monitor and review daily journal entries
- • Prepare financial reports and analyze data
- • Manage and oversee company accounts
- • Monitor financial transfers and transactions
- • Perform account reconciliations and resolve discrepancies
- • Follow up on payments and collections
- • Maintain accurate and organized financial records
- • Assist in monthly and year-end closing processes
- • Ensure compliance with accounting policies and procedures
- • Coordinate with internal teams to support financial operations

Accountant AP

2024/2025

Taleed for Medical supplies

- • Process and verify supplier invoices in Microsoft Dynamics ERP
- • Match invoices with purchase orders and GRNs
- • Record AP transactions and maintain accurate ledgers
- • Process payments (bank transfers, checks, e-payments)
- • Reconcile vendor accounts and resolve discrepancies
- • Prepare AP aging and financial reports
- • Support month-end closing and audits
- • Ensure compliance with internal financial controls

References available upon request

Education

Diploma in Accounting

2014/2015

Technical Institute of Administration – Baghdad (

- Studied accounting principles, financial reporting

Other Activities

• Completed training in Microsoft Excel and accounting software • Self-learning of ERP systems (Odoo, Microsoft Dynamics) • Participated in accounting and finance workshops • Assisted in administrative and financial tasks during training