


# Mohammed Saleh Al-Shakrah

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 Riyadh, Saudi Arabia

## OBJECTIVE

Seeking a position in financial accounting that allows me to apply the knowledge gained from my Bachelor's degree in Financial Accounting and enhance my practical experience in preparing and analyzing financial reports, managing accounts, and ensuring compliance with accounting standards. I aspire to contribute to achieving the organization's financial goals and improving its efficiency in alignment with Saudi Vision 2030.

## EDUCATION

### Arab Open University

Bachelor's in Financial Accounting

Graduation: 2024

### King Saud University

Diploma in Financial Accounting

Graduation: 2020

## EXPERIENCE

### Aber Alqarat Transportation Company

#### Accountant | December 2024 – Present

- Accurately recording daily cash transactions in accordance with accounting standards.
- Issuing policy invoices and communicating with companies to collect outstanding payments.
- Preparing payment and receipt vouchers to ensure the integrity of financial transactions.
- Conducting financial audits on branch accounts to ensure compliance with financial policies.
- Working on the "Taqaddum Al-Thaki for Logistics" system for managing financial and accounting operations.

### Food Triangle

#### Accountant | 07/2023 - 10/2024

- Recorded daily financial transactions accurately using the Qoyod accounting software.
- Prepared periodic financial reports to assess the organization's financial performance.
- Monitored accounts payable and receivable to ensure accurate reconciliations.
- Processed monthly payrolls and managed related accounting operations.

### Maqalah Optics

#### General Accountant | 08/2020 - 03/2023

- Performed daily accounting tasks, including journal entries.
- Prepared annual budgets and financial statements using SCRIBES software.
- Analyzed revenues and expenses to recommend strategies for improving financial performance.
- Assisted the finance team in developing future financial plans.

### Maqalah Optics

#### Sales Associate - Optics | 03/2019 - 08/2020

- Advised customers on selecting suitable eyewear.
- Monitored inventory levels to ensure the availability of essential products.
- Provided excellent customer service, fostering lasting client relationships.

### Ministry of National Guard – Finance Department

#### Intern | 2020

- Trained on accounting and administrative fundamentals.
- Assisted in preparing financial reports.
- Gained hands-on experience in modern accounting applications.

## SKILLS

- Proficiency in Microsoft Office tools.
- Financial statement preparation.
- Financial data analysis.
- Expertise in accounting software: Qoyod, SCRIBES, and SAP.
- Auditing and compliance.
- Effective communication.
- Team collaboration.
- Commitment and responsibility.

## COURSES

- Fundamentals of Accounting Part 1 - Doroob Platform (05/2022)
- Fundamentals of Accounting Part 2 - Doroob Platform (05/2022)
- International Accounting Standards in the Public Sector Part 1 - Doroob Platform (05/2022)
- English Language Course - Zarqa Academy for Languages (02/2015 – 05/2015)

## Memberships

- Affiliate membership of the Saudi Organization for Certified Public Accountants.

## LANGUAGES

- Arabic - English.