

Fahad Yousaf Alharbi

PERSONAL INFORMATION	SUMMARY
<ul style="list-style-type: none">+966 507 612 061a507612061@gmail.comFahad - AlharbiRiyadh, Saudi Arabia	Results-oriented accountant with experience in financial reporting, account reconciliation, and inventory management. Proficient in using advanced accounting software for transaction recording, financial statements preparation, and ensuring record accuracy. Expertise in cash handling, financial analysis, and process optimization. Skilled at leveraging technology to improve operational efficiency and deliver accurate financial insights.
EDUCATION	EXPERIENCE
2025 Qassim University College of Business and Economics Bachelor's Degree in Accounting GPA: 4.69 / 5 With Honors	Al Manawar Co. Ltd. Accountant January 2023 – Present <ul style="list-style-type: none">Record daily financial transactions in accounting systems.Assist in preparing monthly financial reports and statements.Reconcile bank accounts and supplier balances for accuracy.Manage cash flow and financial custody to ensure liquidity.Oversee treasury operations and analyze cash movements.
PROFESSIONAL MEMBERSHIPS	Accounting Intern June 2022 – December 2022 <ul style="list-style-type: none">Performed reconciliations for accounts payable and receivable.Assisted in preparing and reviewing financial statements and reports.Utilized accounting software to input and maintain accurate financial records.
SKILLS	Al-Majd Line Grocery Cashier December 2020 – May 2021 <ul style="list-style-type: none">Processed cash and electronic payments while ensuring transaction accuracy.Managed daily cash flow and prepared revenue and expense reports.Delivered excellent customer service by handling inquiries professionally.
<ul style="list-style-type: none">Proficient in Microsoft Office applications.Expertise in accounting software.Financial analysis.Auditing practices.Financial reporting.Problem-solving and interpersonal skills.Teamwork and collaboration.Adaptability under pressure.	Al Manawar Co. Ltd. Material Tracking Clerk December 2019 – November 2020 <ul style="list-style-type: none">Prepared detailed reports on material usage and availability.Identified discrepancies and implemented corrective actions.Monitored and tracked inventory to ensure accurate material records.
LANGUAGES	TRAINING COURSES
<ul style="list-style-type: none">Arabic.English.	<ul style="list-style-type: none">Data Entry and Text Processing Awatan Educational Training Institute.Computer Applications in Office Work Towards the Future Training Institute.Data Analysis Using Power BI Professional Development Center for Supervision and Training.Distinguished Accountants Program Iqrar Business Services Company.Spreadsheet Skills (Excel) Ribal Training Institute.Report Writing and Administrative Correspondence Towards the Future Training Institute.