**CV**

Almutasem.373001@2freegmail.com

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| PERSONAL INFORMATION |
|  |  |  | FIRST NAME |  |
|  |  |  | ALMUATASIM |
|  |  |  |  |  |
| NO OF CHILDREN | MARITAL STATUS | DATE OF BIRTH | PLACE OF BIRTH |
| 3 | MARRIED | 13-09-1977 | SAUDI ARABIA |
|  |  |
|   |
| Education  |
| YEAR GRADUATED | NO OF YEARS | LOCATION | NAME OF UNIVERSITY | ACADEMIC QUALIFICATION |
| 1999 | 4 | PALESTINE | NAJAH NATIONAL UNIVERSITY  | BUSINESS ADMINISTARTION MAJOR , MINOR ENGILSH |
| 2010 | 2 | PALESTINE | NAJAH NATIONAL UNIVERSITY  | HIGH DIPLOMA IN BUSINESS ADMINISTRATION |
|  |  |  |  |  |  |
| TRAINING PROGRAM |
| LOCATION | DURATION | DATE TO | DATE FROM | COURCE TITLE |
| (PROFESSIONAL ACADEMY FOR FINANCE & MANAGEMENT CENTER ) NABLUS , PALESTINE | 200 HRs | 01-10-2009 | 01-12-2008 | ARAB CERTIFIED PROFESSIONAL ACCOUNTANT |
| (PROFESSIONAL ACADEMY FOR FINANCE & MANAGEMENT CENTER ) , NABLUS , PALESTINE | 36 HRs | 15-06-2009 | 01-05-2009 | EXCEL EXPERT FOR BUSINESS AND ACCOUNTING (EEBA) |
| (SEVENTH DAY ASSOCIATION ; JERUSALEM ),( INTERNATIONAL CENTER FOR ADMINISTRATIVE & FINANCIAL CONSULTANT ) ,CAIRO , EGYPT | 30 HRs | 13-07-2006 | 07-07-2006 | MANAGING AND LEARDING ORGANISATION & FIRMS |

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| EXPEREINCE |
| DATE | POSITION | EMPLOYER NAME |
| TO | FROM |
| 08-04-2016 | 01-07-2003 | FINANCIAL MANAGER | SHARQ INTERNATIONAL TECHNOLOGY FOR TRADING AND CONTRACTING( LEADING CO. IN MEDICAL SUPPLIES) |
| 08-04-2016 | 01-07-2003 | FINANCIAL MANAGER | DAMAN FOR INTERNATIONAL SERVICES(LEADING CO. IN LOW CURRENT SYSTEMS ) |
| 30-05-2003 | 01-06-1999 | ACCOUNTANT | WAHA FOR BOTTLING AND DISTRIBUTION GAS CO. |
| SKILLS |
| A GOOD EXPEREINCE IN MANAGING AND FUNDING PROJECTS. |
| A GOOD EXPEREINCE IN FINANCIAL ANALYSYS. |
| A GOOD EXPEREINCE IN BUILDING FINACIAL AND CAPITAL STRUCTUER. |
| A GOOD EXPEREINCE IN LETTER OF GUARANTEE AND LETTER OF CREDIT . |
| PREPARING FINANCIAL STATEMENTS. |
| A GOOD KNOWLEDGE IN IASB. |
| WRITING ALL KINDS OF COMMERCIAL LETTERS IN ENGLISH AND ARABIC. |
| THIRTEEN YEARS EXPEREINCE IN VAT AND TAX LAW |
| THIRTEEN YEARS OF WORKING ON SHAMEL SYSTEM ERP (MANAGERIAL AND ACCOUNTING SYSTEM). |
| A GOOD EXPEREINCE IN CUSTOM CLEARANCE . |
| PREPARING PROJECT FINANCIAL STATEMENT . |
| A GOOD KNOWLEDGE IN MS OFFICE (WORD, EXCEL, OUTLOOK) |
|  | READING | WRITING | SPEAKING | LANGUAGE |
|  | Good | Fair | Poor | Good | Fair | Poor | Good | Fair | Poor |  |
|  | **X** |  |  | **X** |  |  | **X** |  |  | Arabic |
|  | **X** |  |  | **X** |  |  | **X** |  |  | English |
|  |  | **X** |  |  | **X** |  |  | **X** |  | Other ( HEBRO )  |
| FAVORITES |
| PLAYING NETBALL , FOOTBALL, READING . |
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