**CV**

[Almutasem.373001@2freegmail.com](mailto: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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