Wardi

Junior Accountant & Supervisor

Birthday: 27-Nov-1996, Nationality: Sudanese, Single



Wardi.392405@2freemail.com

**EDUCATION**

**Bachelor's of Businesses Administration** Omdurman Islamic University



*09/2013 – 07/2017* *Omdurman, Sudan*

**WORK EXPERIENCE**

**Accountant and Supervisor**



*07/2017 – 03/2019* *Khartoum, Sudan*

*A trading company distributing the products of MTN Telecommunication co. LTD*

Accountant: Assisting the accounts manager and financial manager in all accounting activities.



Supervisor: Supervising the work of the salesmen, training them and solving their problems.



**SKILLS**



Accounting Reporting Skills Attention to Detail



Time Management Deadline-Oriented



Data Entry Management Graphic design



Self-develop

**CERTIFICATES**

International Computer Driving Licence (ICDL) (05/2018)

*Word processing, spreadsheets, using database, online collaboration, computer essentials, online essentials*

Electronic accounting (11/2018 – 12/2018)

*45 hours Training Course in ( QueekBooks, Peachtree, SMACC, Excel Advanced, Tally)*

**Salesman - Part time**



*06/2015 – 05/2017* *Khartoum, Sudan*

*A trading company distributing the products of MTN Telecommunication co. LTD*

**LANGUAGES**



Arabic



English