

SULTAN ARNOUS

- To secure a challenging position in a reputable organization to expand my **learnings and knowledge**.
- To Secure a responsible career opportunity to fully utilize my **training and skills**, while making a significant contribution to the success of the company.



PERSONAL

- Name**
Sultan Arnous
- Address**
Saudi Arabia, Dammam
- Phone number**
+966565660770
- Email**
sultan_arnouss@hotmail.com
- Date of birth**
17-09-1991
- Gender**
Male
- Nationality**
Saudi
- Driving licence**
Available

INTERESTS

- Hiking, Swimming, Soccer and Volleyball.

LANGUAGES

- Arabic ★★★★★
- English ★★★★★



WORK EXPERIENCE

- Nov 2020 - Dec 2021 **Accountant**
ALKam Trading Company, Khobar
Posting and processing journal entries to ensure all business transactions are recorded. Updating accounts receivable and issue invoices. Updating accounts payable and perform reconciliations. Assist senior accountants in the preparation of monthly/yearly closings. Prepare and submit weekly/monthly report. Assist with reviewing of expenses. Maintaining payroll records.
- Oct 2018 - Mar 2020 **Junior Auditor (Accountant)**
Talal Abu- Ghazaleh Co (TAG), Khobar
Responsible to performing the audit cycle, completing assignments from senior auditors, gathering data, analyzing documentation, supporting the audit committee, and preparing audit findings.
- Oct 2014 - Oct 2017 **Public Relations Manager (Mangement)**
Al-Rafwah Contracting Est, Dammam
Developing positive relationships with either the customers or firms that a company does business with. Seeking to help a company retain current customers by analyzing and meeting each customer's individual needs.



EDUCATION AND QUALIFICATIONS

- Feb 2013 - Feb 2017 **Accounting and Finance, (Bachelor's degree)**
Ahlia University, Bahrain, Manama
Full-Time registration in College of Business & Finance, graduated with good rating from accounting and finance major.



SKILLS

- Microsoft Office Programs ★★★★★
- SAP System ★★★★★