

Anas Shukayr

Dammam

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+966 50 976 5619

Willing to relocate: Anywhere

Personal Details

Birth Date: 1978-07-18

Eligible to work in Saudi Arabia: Yes

Industry: Accounting, Food Preparation & Service, Insurance, Management, Marketing, Media & Communications, Retail, Sales

Work Experience

Accounts Manager

Industrial Machinery Est. IME - Jubail

June 2022 to Present

- Handle various aspects of check writing and ledger, billing, accounts receivable, payroll, budgeting, and other reporting functions.
- Reconcile accounts and transfer between various companies.
- prepares monthly financial statements, including distributing monthly revenue and expenditure reports to departments.
- Applies principles of accounting to analyze financial information and prepare financial reports.
- Compiles and analyzes financial information to prepare entries to accounts, such as general ledger accounts, and documenting business transactions.
- Prepare balance sheet, profit, and loss statement, and other reports to summarize the current and projected company financial position.
- Reconciles monthly bank statements.
- Calculate and prepares reimbursement billings and tracks receivables; reconcile monthly accounts receivable.
- Performs other duties of a similar nature or level.

Senior Accountant for the Eastern Area Marketing Branch

Fakieh Poultry Farms - Dammam

April 2006 to May 2022

- Handle various aspects of check writing and ledger, billing, accounts receivable, payroll, budgeting, and other reporting functions.
- Reconcile accounts and transfer between various companies.
- prepares monthly financial statements, including distributing monthly revenue and expenditure reports to departments.
- Applies principles of accounting to analyze financial information and prepare financial reports.

- Compiles and analyzes financial information to prepare entries to accounts, such as general ledger accounts, and documenting business transactions.
- Prepare balance sheet, profit, and loss statement, and other reports to summarize the current and projected company financial position.
- Reconciles monthly bank statements.
- Calculate and prepares reimbursement billings and tracks receivables; reconcile monthly accounts receivable.
- Performs other duties of a similar nature or level.

Accountant

National Engineering and Contracting CO - Amman
September 2002 to January 2006

- Maintaining basic accounts, book keeping.
- Reconciliation of Bank statements.
- Ledger entries, journal entries.
- Customer relations.
- Invoice entries and cross checking.
- Prepared and analyzed financial statements.
- Helped in preparing tax returns.
- Implemented new accounting procedures and processes

Education

Bachelor's in Accounting

Al-Zaytoonah University of Jordan - Amman
September 1997 to July 2002

Skills

- Bookkeeping principles
- Payroll and sales tax procedures (VAT)
- Financial transactions and preparing financial statements.
- Corporate financial and accounting systems
- Oracle Applications (Inventory, order management, receivables, and self- services)
- Presentation and convincing Skills
- Leadership & strategically planning

Languages

- Arabic - Expert
- English - Fluent

Certifications and Licenses

Saudi Organization for Certified Public Accountants (SOCPA)

January 2019 to December 2023

Member of The Saudi Organization for Certified Public Accountants (SOCPA)

Oracle System (EPR,PAYROLL,HR,AND INVENTORY)

Present

Al Methaly Accounting System

Present

Cost Accounting Workshop held by JUSBP

Present