

# Kumil Al-Jaman

Accounting

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📍 7088 - As Sadafah Dist. Tarut 32613 - 3803 Kingdom of Saudi Arabia  
🌐 saudi 📅 07/09/1999

## WORK EXPERIENCE

### Accountant

Vanguard Pioneers General Contracting Est

📅 Aug 2021 - Nov 2021

Dammam

- 1- Checking and recording invoices.
- 2- Create invoices.
- 3- Salary and Overtime Calculation.
- 4- tax calculation.

## EDUCATION

### Diploma in Accounting / GPA (4.05) of (5)

Institute of Public Administration

Dammam

## PERSONAL SKILLS

Effective communication

Teamwork

Computer and microsoft office

## LANGUAGES

English



## COURSES

### course in English

📅 2018

Institute of Public Administration

### Practical training for graduation

📅 Jan 2021

I trained in the hospitality bay for hotel services

The training period was 10 weeks

### Certificate of Accounting Technician

📅 2022

Saudi Organization for Auditors and Accountants