

Ameer Yahya Najmi

Financial Accountant

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SUMMARY

Financial Accountant with a Diploma in Accounting (Excellent grade), experienced in financial statement preparation, receivables and payables management, and accounting systems. Skilled in financial reporting, analysis, and record organization, with strong coordination abilities. Seeking to grow professionally and add value within a dynamic organization.

EDUCATION

Diploma in Accounting | Technical College – Samtah

GPA: Excellent | **Graduated:** 2025 (GPA: 4.57 out of 5.0)

PROFESSIONAL EXPERIENCE

Al-Watan Specialized Veterinary Clinic | Financial Accountant

July 2025 – Present

- Managing accounts receivable and payable, ensuring accuracy of collections and payments.
- Preparing budgets and monthly financial statements (Income Statement, Balance Sheet, Cash Flow Statement, Statement of Changes in Equity).
- Monitoring taxes, social insurance, and ensuring timely settlement of statutory obligations.
- Proficient in accounting systems and software: SAP, VetPMS, Samak, Odoo, Onyx Pro, Rwa.
- Monitoring inventory and stock on a regular basis.

Accounting Intern | Al-Talebi Contracting Company – Jazan.

January 2025 – May 2025

- Recorded daily journal entries and ensured alignment with accounting standards.
- Prepared payment and receipt vouchers and assisted in monthly bank reconciliations.
- Reviewed and matched invoices with supporting documents for accuracy.
- Participated in the preparation of periodic financial reports and VAT submissions.
- Assisted in organizing accounting records and improving documentation accuracy.

COURSES

- Practical Training Certificate – Al-Talebi Contracting Company (Jan 19 – May 5, 2025)
- Excel Course (20 hours) – Technical College, 2024
- Beginner Word Course (20 hours) – Technical College, 2024
- Thinking Compass Workshop – National Entrepreneurship Institute (2025)

SKILLS

- Accurate recording of daily accounting transactions
- Preparation and formatting of financial reports using Excel and Word
- Reviewing and adjusting financial operations to match accounting systems
- Analyzing direct and indirect costs
- Preparing initial tax declarations and supporting the team in submissions
- High organizational skills and attention to detail

LANGUAGES

- Arabic
- English