



Milad Muhamad

Nationality: Syrian **Date of birth:** 01/02/1991 **Gender:** Male

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Home: 6th Project Suburb, near 16 October School, 043 Tartous (Syria)

ABOUT ME

ACCOUNTANT

WORK EXPERIENCE

Senior Financial Accountant

Junada Resort - Porto Tartous [04/06/2023 – Current]

City: Tartous

Country: Syria

Website: www.junada-hotel.com

Email address: info@junada-hotel.com

Name of unit or department: Finance

- Recording daily Journal Vouchers, ledger, continuous inventory count, Recording and Controlling Expenses, Auditing Revenues.

Operations Officer

Shaza Tourism Establishment [10/01/2022 – 31/03/2023]

Address: Haj Saleh Hospital Building, Althawra St., 043 Tartous (Syria)

Website: www.shazatravel.com

Email address: info@shazatravel.com

Name of unit or department: Import, export, bidding, travel services, work and study services. - **Business or sector:** Administrative and support service activities

Part time job.

- Coordination, researching, International correspondence, Technical support.

Purchasing manager

Adventure & Advancer Economical Group / Karapiel & Legend Brands [10/2020 – 01/2022]

Address: Alhamrat Sub, 043 Tartous (Syria)

Name of unit or department: Chemical and textile industries for medical purposes. - **Business or sector:** Manufacturing

- Purchase Orders, Team Management, Inventory Control, Suppliers Contracts, Markets Analysis, operations Organize Operations, Work Travels.

- Representing Legend brand for medical supplies in exhibitions & conference.

Military Service

Syrian Arab Army [12/2018 – 10/2020]

City: Damascus

Country: Syria

Finished.

General Accountant

Mega Shawa Co. [07/2018 – 12/2018]

Address: Alaziziah, 021 Aleppo (Syria)

Name of unit or department: Cables & Electric stuff - **Business or sector:** Manufacturing

- Recording daily Journal Vouchers, ledger, continuous inventory count.

Marketing Officer

Tanweer LLC [04/2017 – 06/2018]

Address: 4th floor, Kenezeh Building, 043 Beirut (Lebanon)

Email address: info@tanweer.de

Business or sector: Information and communication

- Researching and analyzing audiences, Promotional activities, Financing Markets, Campaigns on Social Media, Evaluating.

Junior Accountant

Allotus Co. [09/2014 – 08/2016]

Address: AlFendara ring, 043 Tartous (Syria)

Name of unit or department: Finance

- Recording daily Journal Vouchers, ledger, continuous inventory count.

Cashier

Tartous Mall [01/2014 – 07/2014]

Address: Tartous-Lebanon Highway, 043 Tartous (Syria)

Name of unit or department: Alsherfe Restaurant

EDUCATION AND TRAINING

Bachelor Degree in Economics, Accounting

Tartous University [2018]

Address: Near Court, 043 Tartous (Syria)

Website: <https://tartous-univ.edu.sy/>

Field(s) of study: Accounting, Economics

Final grade: 70.99

Shipping Company Management course

The Advisor Foundation for Business Development

Address: Hanano St., 043 Tartous (Syria)

Field(s) of study: Maritime

The course was in cooperation with the Small and Medium Enterprises Development Authority.

LANGUAGE SKILLS

Mother tongue(s): **Arabic**

Other language(s):

English

LISTENING B2 READING C1 WRITING C1

SPOKEN PRODUCTION B2 SPOKEN INTERACTION C1

Levels: A1 and A2: Basic user; B1 and B2: Independent user; C1 and C2: Proficient user

DIGITAL SKILLS

Microsoft Excel / Microsoft Word / Google Drive / Adobe Photoshop / Microsoft Powerpoint / Alameen Accounting System / PC Software / International Correspondence / Infor SunSystems / MICROS OPERA

NETWORKS AND MEMBERSHIPS

Practitioner of the financial and accounting professions

[Syrian Arab Republic, 2018 – Current]

Syndicate of Financial and Accounting Professions.

DRIVING LICENCE

Driving Licence: B

CONFERENCES AND SEMINARS

Orthopedic Conference

[Shaheen Tower Hotel, Tartous, Syria, 30/09/2021 – 01/10/2021]

Introducing the products of the Legend brand for medical supplies of A&AD Economical Group.

HOBBIES AND INTERESTS

Reading, Self-development , Gym, Long way walk, Chess, Technologies , Astronomy, Physics.

CREATIVE WORKS

Excel functions facilitate the process of industrial chemical production

Excel functions design that calculates the waste processes in the chemical industry, and calculates the materials needed to be purchased for the production plan under study.

COMMUNICATION AND INTERPERSONAL SKILLS

Influencing

Dealing with the group

VOLUNTEERING

Content writer (Translator)

[Syria & Lebanon, 2017 – Current]

Economist Radio: a youth initiative that aims to transmit economic news around the world and contribute to Arab and international economic education.
