

# Khalid Jamal Nasr



## Personal & Contact Information

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- Nationality: Jordanian
- Date of birth: 5-June-1986
- Address: Zarqa-Jordan
- Marital status: Single
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## Objective

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- To be a Senior Accountant or Auditor at professional and considered organization, where I can fulfill my ambition and to maintain high experience and productivity that will meet my self-esteem.

## Education

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- Bachelor's degree in Accounting, Hashemite University, Jordan 2009.
- General Secondary Certificate in the scientific field, Jordan 2005.

## Work Experience

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**8-2011 to 8-2012**    Job title: Senior Accountant  
Employer: United Motors Co. LLC  
Address: Riyadh, Saudi Arabia

Main responsibilities:

- Bank reconciliations.
- Updating and analyzing fixed assets.
- Analyzing costs, sales prices and profit margins.
- Maintaining and analyzing accrued and prepaid expenses.
- L/Cs costing.
- Preparing monthly financial statements.

**11-2009 to 7-2011**    Job title: Accountant  
Employer: El-Zay Ready Wear Manufacturing Co. PLC  
Address: Rusaifa-Jordan

Main responsibilities:

- A/P transactions.
- L/Cs transactions and costing.
- Payroll transactions.
- Expenses estimation and allocation.

- Maintaining and analyzing accrued and prepaid expenses.
- Arrange for the auditors and provide them the required information.
- Preparing sales tax reports.

**05-2010 to 7-2011** Job title: Internal Auditor (part time)

Employer: Al-Qowa Pipe Co. Ltd (for manufacturing plastic pipes)

Address: Free zone, Zarqa-Jordan

Main responsibilities:

- Auditing inventory balances and adjusting the differences.
- Auditing cash balances.
- Auditing sales, purchases, salaries and other expenses.
- Preparing financial statements.

### **Practical training**

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- 8-2008 to 2-2009

Farah Office for accounting and tax consulting, Zarqa, Jordan.

### **Professional knowledge and skills**

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- Very good knowledge in International Financial Reporting Standards (IFRS).
- Very good experience in insurance policies; issuing, renewing and claims.
- Very good analytical skills.
- Having a very good experience in using international accounting systems such as Quick Books, ACCPAC and Kerridge.

### **Non-Professional knowledge and skills**

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- Very Good Coordination & Communication skills.
- Excellent commands in MS Office especially excel.

### **Training Courses**

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- JCPA, Hashemite University, June-2009.

### **Languages**

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- Arabic: Fluent (native language).
- English: Excellent.

### **Recommendations**

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- Reputable recommendations available upon request.

### **References**

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- Available upon request.