

ANAS ABOU HAMDAN

Assistant Accountant

📞 0567104832

📍 al fujaira

🌐 Mother language : Arabic

@ anasabouhamdann@gmail.com

syria 3/1/2004



EXPERIENCE

Data Entry

Al Jawad Restaurant

📅 04/2020 05/2021 📍 Sweida

- Receiving kitchen tools and food components, and reflecting the same into the system Bazar
- Keeping an eye on the kitchen's accessories and goods, and ordering what is needed
- Skill: persuasive, interpersonal and communication skills, cour tesy

V Assistant Accountant

Einuzzaman NGO

📅 05/2021 05/2023 📍 Sweida

- Preparing daily and weekly reports to my management
- Keeping an eye on the store: counting, showcasing, ordering goods from the main store
- Adding goods and description onto the system: alameen

manager

Petra Retread

📅 2023 2024 📍 Sweida

- Monitor the production line and workers Sending
- shipments to customers Coordinating workers' tasks
- and importing raw materials

EDUCATION

Diploma in Accounts

Technical Business Institute

ICDL

Ousos Institute

SKILLS

Data Entry

ICDL

manager

Foreman

Gift coordinator

LANGUAGES

English

Intermediate



PROJECTS

Loujin gift

📅 02/2024 continuous

Coordinating gifts and parties