

NOHA AL-TAWIL

Date of Birth: 23/11/1971 **Nationality:** Lebanese

Address: Beirut, Lebanon **Tel:** 76-744348 **Email:** noha.tawil.71@gmail.com

Objective

Over ten years of accounting experience and related tasks VAT, NSSF, taxation. Available for new challenges as an accountant.

Work Experience

- ***Yehya Ahmad El-Hariri & Co SAL***

Senior Accountant (2007 - April 2019)

- Reconciliation of receivables and payables account
- Payroll
- VAT, NSSF, Taxation
- Issuing invoices and receipts
- MOF Forms

- ***Yehya Ahmad El-Hariri & Co***

Junior Accountant (2001 – 2006)

- Data Entry
- Bank Reconciliation
- Follow-up on stock

Education

Bachelor's Degree in Accounting – Beirut Arab University – Faculty of Business Administration (1996)

Computer Skills

- Microsoft Office: Mainly Word and Excel.
- Accounting Programs: Dolphin, Bird, Orange, and RD.

Languages

- Fluent in English
- Fluent in Arabic