



Hello! I'm Kamel Daoud

Beirut, Mazraa, Ibn Khaldoun Strt.
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ABOUT ME

Senior Accountant with 7+ years of experience of ledger processes, reconciliations and streamlining reports. Possess an MBA. Seeking to leverage my professional expertise and experience into a managerial role.

QUALIFICATIONS

2016
MBA Accounting
Lebanese International University

2012
BA Finance
Lebanese International University

SKILLS

- ◆ Trilingual
- ◆ Computer I Skills (Microsoft Office)
- ◆ Work On 3 Types Of Software: Ionycs, ACI (Bee), Dolphin, Software Group.
- ◆ Good organizational skills
- ◆ Work in accordance with our Customer-oriented policy
- ◆ Motivation, quick learning
- ◆ Honesty and integrity
- ◆ Good communication and teamwork
- ◆ Pleasant and respectful relations with colleagues and management

EXPERIENCE

February 2017 – Till Now
Senior Accountant
Dental Labs & Clinics SAL

- ◆ Accounting data transaction (data entry of daily expenses, petty cash).
- ◆ Issuing all the invoices & Receipts related to the related clients.
- ◆ Making timely payment of all accounts including suppliers & clients invoices, bank transfers, and payroll liabilities.
- ◆ Assisting, reviewing & reconciling all accounting transactions on a monthly basis.
- ◆ Preparing and submitting the required financial statements (P&L, cash flows) and other related reports.
- ◆ Coordinating with the auditor for all the financial monthly process and all the governmental reports such as NSSF, VAT, and tax on salaries.

September 2012 – September 2016
Accountant
Domal SAL

REFERENCES
Available on request.

Let's work together!