

# Ali Al-Attar

## Accountant

Experienced accountant with 3+ years of experience in financial reporting, receivables, and payables. Proven ability to manage multiple tasks simultaneously and meet deadlines under pressure.

✉ attar4work@gmail.com

☎ 0096181975876

📍 Beirut, Lebanon

## EDUCATION

### Bachelor of Business Administration - Accounting and Finance

University of Sciences and Arts in Lebanon (USAL)

09/2017 - 06/2020

Beirut - Lebanon

## WORK EXPERIENCE

### Accountant

Best Tobacco Company Ltd - Lebanon Office

09/2024 - Present

Verdun, Beirut

Tobacco manufacturer based in South Africa

Achievements/Tasks

- Verify, allocate, post, and update accounts payable and receivables
- Monitor inventory levels, conduct regular audits, and correct discrepancies when found
- Prepare payroll by calculating net salaries and process the necessary journal entries
- Generate financial reports such as P&L, balance sheet, and cash flow statement

Contact : HR department - +961 3 436 459

### Accountant

Liban Lait SAL - Candia

03/2023 - 09/2024

Hazmieh, Beirut, Lebanon

Leading dairy production in Lebanon

Achievements/Tasks

- Post journal entries on SAP ERP software
- Issue invoices and credit memos for customers
- Prepare and submit weekly/monthly reports
- Assist in preparing payroll and payments for suppliers
- Reconcile with clients and suppliers on a periodical basis

Contact : Maha Saade - Accounting Manager - maha.saade@libanlait.com

### Bookkeeper

Zomorrod for Trading

07/2020 - 03/2022

Ghobeiry, Beirut

A retail company in the automotive industry

Achievements/Tasks

- Run daily accounting tasks using Dolphin accounting software
- Inspect inventory deficiencies and report them to management
- Update accounts receivable and issue invoices
- Assist senior accountants in preparing monthly payrolls

Contact : HR Department - +961 1 272 723

## SKILLS

SAP software

Quantitative Skills

Critical Analysis

Microsoft Office Programs

VBA

Time Management

SQL

Attention to Details

Communication

## CERTIFICATES

Professional Accounting Training - Tax Returns and N.S.S.F (Accounting Training Academy)  
(04/2024 - 05/2024)

Tax forms, tax entries, NSSF preparation, Lebanese code of tax

Professional Accounting Training - Senior Level (Accounting Training Academy)  
(02/2024 - 04/2024)

Adjusting entries, depreciation, reconciliations, closing entries, financial statements

Graduate Record Examination (GRE)  
(05/2022 - 05/2027)

a standardized test for graduate degrees that evaluate quantitative and verbal reasoning (Q: 152, V: 136)

## ACHIEVEMENTS

Dean's Honor List - Fall 2019

## LANGUAGES

English

Full Professional Proficiency

Arabic

Native or Bilingual Proficiency

French

Limited Working Proficiency