



AHMAD ADNAN TOUMEH

"The excellent admixture of professional experience (practicing) and academic expertise (knowledge) together with core skills; is the magical mixture for any challenge in accounting field"

OBJECTIVE

To obtain a responsible and challenging full time position in a reputable organization that offers me a stable and positive atmosphere, as well as a professional working environment where I can maximize my finance and accounting skills. Additionally, to establish myself in the field of education and training, to utilize my well achieved skills, my excellent teaching skills, and excellent work experience to help candidates to achieve high improvements in academics and careers.

PERSONAL INFORMATION

Date of Birth	15 th October, 1984
Place of Birth	Kuwait
Nationality	Jordanian
Gender	Male
Marital Status	Single
Place of Residence	Amman – Tabarbour
Email Address	ahmad.toumeh@gmail.com
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EDUCATION

PhD of Accounting	University Science Malaysia	Feb 2016 – Present
Master degree of Finance & Accounting	Hashemite University	Sep 2011 - Aug 2013

Graduated Second class with distinction
Thesis title: *Factors affecting the expectations gap in the audit process from the auditors` point of view in Jordan*
GPA: 3.91/4.00

Bachelor degree of Accounting

Philadelphia University

Jul 2004 - Sep 2007

Graduated first class with distinction

GPA: 86/100

(Note: I got my degree in 3 years only instead of 4 years)

WORK EXPERIENCE

Beside my main jobs listed below, I've had an experience of working for different companies as a freelance financial consultant such as; Actinium Scientific & Laboratory Services and Al Zayed Housing Company.

In addition to that I'm working as an Accounting Trainer from time to time in the field of Practical Accounting implementation and other courses as needed for corporations.

Accounting Lecturer

Zaytoonah University of Jordan

Oct 2013 -Present

Delivering lectures to groups of students and using advanced teaching techniques to inspire and motivate them for higher level qualifications and then employment.

Finance Manager

Diyar Outdoor Advertising

Mar 2011 -Sep 2013

- Handle full spectrum of financial and cost accounting role AR, AP, GL, forecasting, budgeting etc.
- Responsible for day to day finance and accounts operations.
- Recommend, develop and maintain financial data bases, computer software systems and manual filing systems.
- Preparing and directing the preparation of audits, financial statements and varied fiscal reports.
- Resolve accounting discrepancies.
- Compiling and analyzing financial information to prepare financial statements including monthly and annual accounts.
- Prepare financial management reports.
- Prepare related financial reports for the monthly and yearly book closings.
- Perform project cost forecasts/budgets, cost tracking, monitoring and controls.
- Perform full set of accounts and ensure timely closing of accounts.

Senior Accountant

Carrot Cake Investment Group

Aug 2008 – Feb 2011

(CBS News, Action Global Communications Jordan & Iraq, Grafica, ShooFee TV, Sama Jordan Broadcasting Services)

- Prepare and review revenue, expense, payroll entries, invoices, and other accounting documents.

- Acting as a liaison between the organization and the Social Security, Income Tax Department, and the insurance company.
- Preparing and directing the preparation of audits, financial statements and varied fiscal reports.
- Involvement with cash flow projections, budgeting, and forecasting.
- Resolve accounting discrepancies.
- Compiling and analyzing financial information to prepare financial statements including monthly and annual accounts.
- Prepare financial management reports.
- Providing continuous management and support of budget and forecast activities.
- Prepare related financial reports for the monthly and yearly book closings.

Internal Auditor

Arab Jordan Investment Bank

Nov 2007 –Aug 2008

- Developing and implementing internal auditing policies, procedures and program.
- Supervising or conducting independent audits of bank records and activities, and preparing varied analyses of the departments and branches for management.
- Ensuring accurate and appropriate recording and analysis of the bank's revenues and expenses.
- Resolving accounting discrepancies and irregularities.

CERTIFICATES

- Certificate in International Financial Reporting (CertIFR) - ACCA (UK)
August 2016
- Certificate in Financial Consulting (CFC) - Institute of Financial Consultants (USA)
July 2016

SKILLS

- Excellent command of English and Arabic (Mother tongue)
- Excellent command of Microsoft Applications
- Excellent Interpersonal Skills
- Very good command of Great Plains (ERP-Accounting System)
- Excellent command of QuickBooks (Accounting System)
- Excellent command of Oracle (Accounting System)
- Excellent Presentation skills
- Excellent communication skills

- Time management skills
- Excellent math skills
- Very good research skills
- Ability to work under pressure
- Excellent Team player, Enjoy working with people