



EBTIHAJ ALHOJORI

Ravenue accountant | Portfolio Management | B2B |
Customer Relations | Asset Management | Stocks Analysis |
Financial Analysis | CME 4 | CFA Level 1 Candidate

Profile

I have experience in financial auditing, revenue reconciliation, and handling customer requests. I excel in monitoring client portfolios, collaborating with technical teams, and ensuring system integration for efficient financial processes

Additionally, I contribute to enhancing portfolio performance prepaying comprehensive audit reports to support management decisions. With expertise in stock analysis, financial operations, and B2B account management, I hold certifications like CME4 and CME-1 to strengthen my investment and market analysis skills

This blend of skills supports strong financial management and decision-making.

Employment History

Ravenue accountant at Labayh

October 2022 — Present

Audited and reconciled revenues with bank balances to ensure accuracy of financial records and minimize discrepancies.

Managed relationships with companies and issued periodic invoices, streamlining billing processes and strengthening partner relationships.

Supported the annual review of financial statements, facilitating compliance and ensuring transparency in financial reporting.

Processed customer refund requests, enhancing customer satisfaction and service efficiency.

Monitored client portfolios and balances, strengthening financial oversight and ensuring cash flow stability.

Collaborated with the technical team to resolve revenue-related system issues, ensuring system integration and improving the accuracy of financial processes.

Assistant Accountant at White Space

May 2021 — September 2022

- Assessing, analysing and interpreting complicated financial information
- Supporting cross-company department finances for smooth
Carried out varied transactional tasks such as [advance revenue] and [bank settlement] and [Purchasing Accounting]
- Review invoices from suppliers/contractors/vendors and perform invoices matching with delivery notes and purchase order.

Details

Riyadh

Saudi Arabia

0533427505

ebtihaj.alhojori@gmail.com

Skills

Fast Learner

Teamwork

Analytical skills

Leadership Skills

Microsoft Office

Adaptability

Communication Skills

Ability to Work Under Pressure

Languages

English

Arabic

Education

Bachelor of finance, Taibah University, Medina

January 2017 — January 2021

- Chairman of the Media Committee of the Development Club
- Member of the Organizational Committee

CERTIFICATES

March 2022

International Certificate in Wealth & Investment Management(CME4)

Certificate in Introduction to Securities & Investment (CME-1)

Insurance Foundations Professional Exam (IFCE)