



Raghad Alquwayhis

An ambitious and hardworking individual, achieving excellent grades in both math and Accounting. Working my best to be professional accountant

✉ raghadalquwayhis@gmail.com

☎ 0536358798

📍 Riyadh

EDUCATION

Bachelor of science in accounting

Imam Mohammad Ibn Saud Islamic University (IMSIU)

2015 - 2019

The General Securities Qualification Certificate - CME1

Certificate in IT skills

Accredited by TVTC under no 8/1/148342

TRAINING COURSES

Anti fraud and corruption role in Internal Auditing

(2019)

Self Development series 1&2&3

(2019)

Writing in Arabic and language drafting

(2019)

The yearly Internal Audit Conference

(2019)

The basics of VAT

(2020)

Ethics is an ideal profession seminar

(2020)

Small Businesses Development

(2020)

Accounting Technician Course

(2022)

SKILLS

Strong analytical and problem solving skills

General understanding of the Saudi financial market

Ability to communicate with people at all levels

Adaptability

Fast learner

Teamwork

WORK EXPERIENCE

Trainee in the Capital Market Authority for three months (2019)

Collaborator with Rashed Alawaji Accounting and Auditing for Fourteen hours (2020)

work in shary Trading company for two months (2020)

Abdulrahman Al-Molhaq Contracting Est (2021 - Present)

– Job duties: Recording accounting entries and preparing bank reconciliation. Checking financial claims and ensuring that their legal and financial conditions are complete. Preparing, organizing and documenting disbursement documents and following up on their auditing and authorization for disbursement, In addition to preparing monthly salaries and preparing the monthly tax return

ORGANIZATIONS

Membership in the Organization of Accountants for Auditors and Accountants

LANGUAGES

Arabic

Native or Bilingual Proficiency

English

Professional Working Proficiency

INTERESTS

Finance

Reading Personal Development Books

Internal Auditing

Zakat and Tax

Economics

Stock