

ABDULLAH ALRAJEH

ACCOUNTANT

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alahsa

PROFILE

I have over two years of experience working as a production accountant. I have successfully mastered various roles in various departments within the company. I have also obtained membership in the Chartered Accountants Association. I aspire to a bright future and have a great passion for working with those interested in the accounting field. I strive to provide everything I can to serve the community towards a better tomorrow.

Professional Experience

EDUCATION

2018- 2023

KING FAISAL UNIVERSITY

- Bachelor of Accounting

WORK EXPERIENCE

2025 - PRESENT

Desert Road Contracting Company

Production supervisor

- Follow up and supervise the workflow in the production department with the assistance of the production manager.
- Preparing quotes for external clients and attracting clients to increase sales
- Assist the accounting department in reconciling accounts
- Preparing a monthly report on customer balances and following up on collections from them

2023- 2025

Mubarak Marai Al-Salomi Contracting Company

production accountant

- Issuing sales invoices to external customers
- Issuing purchase invoices for concrete, asphalt and aggregate
- Reconciling accounts with suppliers
- Preparing quotes for new clients and communicating with them

SKILLS

- Familiarity with the accounting program (Qoyod)Public Relations
- Familiarity with Ascon (Oracle) accounting softwareTime Management
- Flexibility at work