

Yousef Sulaiman Aljufayr

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Summary

Recent and driven Accounting graduate with a solid academic foundation in financial principles, statement preparation, and regulatory compliance. Gained practical, hands-on experience during a cooperative training in a fast-paced hotel environment, assisting with invoice processing, inventory management, and daily financial reporting. Eager to apply theoretical knowledge and a keen eye for detail to an entry-level Financial Accounting role, contributing to accurate record-keeping, process efficiency, and supporting sound financial operations.

Education

Arab Open University | Saudi Arabia

Bachelor's Degree in Accounting | 2026.

- Develop a comprehensive understanding of financial accounting principles and practices.
- Gain proficiency in preparing and analyzing financial statements.
- Acquire skills in auditing, taxation, and compliance with financial regulations.
- Enhance knowledge of cost accounting and management decision-making processes.

Experience

Voco Hotel | Saudi Arabia

Trainee | Cooperative Training.

- Prepared and processed invoices to ensure accurate billing and financial records.
- Assisted in managing inventory by tracking stock levels and updating records.
- Supported credit division activities, including reviewing transactions and maintaining compliance.
- Compiled daily financial and operational reports to support management decision-making.

Certificates & Courses

- International Public Sector Accounting Standards (IPSAS) - Parts I, II, & III | Dorob.
- Fundamentals and Principles of Financial Accounting - Parts I & II | Dorob.

Skills

Technical Skills:

- Financial Statement Preparation.
- General Ledger Maintenance.
- Accounts Payable & Receivable.
- Invoice Processing & Billing.
- Inventory Accounting.
- Financial Analysis & Reporting.
- Compliance & Regulatory Adherence.
- Basic Auditing Procedures.
- Cost Accounting Principles.
- Microsoft Office Suite.

Soft Skills:

- Analytical Thinking.
- Problem-Solving.
- Communication.
- Teamwork.
- Adaptability.
- Time Management.
- Attention to Detail.
- Organizational Skills.

Languages

- Arabic.
- English.