



Anwar AL- Rimawi

Personal Information

Place, Date of Birth: United Arab Emirates, August 3, 1984

Nationality: Jordanian

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Education

2006– 2009 The Arab Academy for Banking and Financial Sciences/Jordan

Master degree of accounting

Rating: Very good

2002–2006 The Hashemite University /Jordan

Bachelor Degree of accounting

Rating: Very good

Languages

Arabic Native

English Very good

Professional Experience

- Jan 2007 – March 2010 Jordanian Engineers Association/Jordan

Accountant

Major Duties & Responsibilities

- Preparing annual financial statements (balance sheets, income statements and cash flow statement)
- Preparing bank and investment reconciliation statements
- Improving and developing accounting programs on the oracle system
- Preparing and posting daily entries for all accounts
- Issuing checks and financial claims
- Implementing accounting procedures for accounts receivable and accounts payable.



- Aug 2006 – Jan 2007 Jordan Islamic Bank /Jordan

Teller

Major Duties & Responsibilities

- Customer service (for deposit section)
- Dealing with daily cash and checks transactions

Training Courses

- The International Accounting Standards, Engineers Training Center, Jordanian Engineers Association, 2007.
- Earnings Calculation and Foreign Currencies, Training Institute, Jordan Islamic Bank, 2006.
- Skills of Dealing with Public, Training Institute, Jordan Islamic Bank, 2006.
- Duties of Deposits Section, Training Institute, Jordan Islamic Bank, 2006.
- Preparation of Economic Feasibility Studies, Center for Studies and Consultations, The Hashemite University, 2005.
- The Skills of Success (INJAZ) for the creation of economic opportunities for the youth of Jordan, Hashemite University, 2004.

Professional Skills

- Communication Skills
- Leadership Skills
- Team Player
- Time Management
- Ability to work under pressure

Computer Skills

- Accounting software such as Oracle Programs
- Microsoft Office (Word, Excel, PowerPoint)

References Available Upon Request

[Back to Jordan Highlight](#)