

Masa khalil

MASA SAIED SARI KHALIL

EXPERIENCE

TRAINING AT THE NATIONAL BANK

- Customer service, returned checks, opening and closing accounts, where it is necessary to verify customers by requesting an identity card and a paper proving a profession from the place where they work.
- types of accounts: current, savings, and deposit, bank facilities, types of loans and how to pay them, court reservations.
- credit cards: silver, Gold and Platinum, returned checks and how to deal with them.

WORKING FOR OMAN EXCHANGE AND REMITTANCE COMPANY

- Western Union transfers, currency exchange, stock market monitoring, matching actual inventory with system balances .

WORKING AS AN ACCOUNTANT AT VIOLET CONTRACTING COMPANY

- Financial claims, checks of all kinds: collection checks, check obligation on the company.
- payroll, employee vacations and time sheets.
- preparing the financial budget, list of deficits and savings, financial settlement, an accounting program, data entry and processing on the system.
- issuing tax invoices (sales and purchases), Tax and how it is calculated: value-added tax, applying to the tax portal, emailing and submitting a request form for transferring funds between accounts in banks.
- petty cash, payment and receipt vouchers and bills of exchange, tracking deposited checks, projects and discharge forms, guarantees, withholdings, paper archiving with records and archiving on the computer.

CONFERENCE

Participation in the third international conference (Learning and Teaching in the Digital World), which was held by An-Najah University with the University of Jordan, by presenting a project called depositing checks and cash in the bank through the visio program.



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Nablus_Bait Iba

Date of Birth : 7_10_2001

SKILLS

- Management Skills
- Creativity
- Computer Skills : Shamel , SPSS , zoom , Email & other programs .
- Problem-Solving
- Leadership

TRAINING COURSES : (AT ARAB BANK)

Products and services of the individual and corporate sector, the digital world, personal skills.

EDUCATION

HIGH SCHOOL DEGREE (TAWJEHI)

Beit_Iba secondary School
2018_2019
GPA 91.6

BACHELOR OF ACCOUNTING

An_Najah National University
2019 - 2023
GPA 2.91

LANGUAGE

English (Speaking , listening , writing)
Arabic (Speaking , listening , writing)

IDENTIFIERS

Monadel khalil : director of anti_money laundering unit at TNB .
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