

# AHMED KOKO

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# ACCOUNTANT

Qatar,Doha,street930 ,Zoon 24



## SUMMARY

Professional Financial Accountant With over 5 years of extensive experience in the real estate sector(On Google Sheets and Google Drive and odoo ERP) , I specialize in financial management and financial performance analysis of real estate assets. I have experience in preparing financial reports, monitoring cash flows, and ensuring compliance with financial rules and regulations. I am able to improve financial operations and increase efficiency through the use of modern accounting software and advanced analytical techniques.

## EDUCATION

### Aljazeera Technical College

Financial accounting  
2016 - 2020

## SKILLS

- Preparing annual budgets and analyzing the financial performance of real estate.
- Manage rental accounts and track monthly payments and revenues.
- Manage time and tasks effectively
- Effective communication skills
- Reviewing real estate contracts and ensuring compliance with financial laws
- Knowledge of tax and real estate laws.

## CERTIFICATIONS

- Member Certificate from the Auditing and Accounting Profession Regulatory Council in Sudan
- Electronic Accounting course (MAAC)

## LANGUAGES

- Native Arabic
- English Intermediate

## PROFESSIONAL EXPERIENCE

### Accountant

Company Qretnel investment in sudan February 2021 - Nov 2021

- Managing the daily operations of cash.
- Managing the purchases.
- Sales management
- Quarterly management reports and tax return

### Accountant

Qamra Radhi wasl Al Hudaibi Real Estate Development and Investment Est. | February 26, 2022 to April 20, 2025

- Preparing monthly and annual financial statements.
- Recording rental transactions and monthly payments
- Monitoring real estate operating expenses
- Reviewing real estate contracts related to sale and lease.
- Coordination with clients and tenants
- Negotiating with suppliers regarding services and maintenance
- Preparing the budget for the financial manger

### Senior Accountant

La macina bakery and sweet June ,2025 on the job

- Accountable for accounting reports
- Preparing and ensuring the accuracy of monthly and annual financial statements.
- Generating regular financial performance reports for management review.
- Responsible for treasury and cash management (general oversight)
- Preparing and ensuring the accuracy of monthly and annual financial statements.
- Generating regular financial performance reports for management review.
- Managing relationships with banks and monitoring account balances to ensure sufficient liquidity.
- In charge of reviewing purchase invoices
- Verifying purchase invoices for accuracy in pricing, quantities
- Reconciling daily sales recorded by Point-of-Sale (POS) systems with branch submissions.
- Investigating and resolving discrepancies between recorded revenues and bank deposits from all branches.