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مرجع تم و قالب پاورپوینت

2014.02-2014.11 Aushang Fashion Co., Ltd. Financial Accounting

* Calculate wages for settlement and settlement, tax returns, purchase invoices, invoices, etc.
* Handling daily financial matters, including invoicing,
* Entry and auditing vouchers, billing and checkout

201501-2015.06 Cross-Century Consulting Co., Ltd. Financial Accounting

* Responsible for the overall accounting treatment of more than 20 companies,
* The national tax handles taxation, registration, change, tax payment, purchase of invoices, etc.
* Do a good job in the daily accounting of the company to ensure timely and accurate.

2015.10-2016.11 Yijia Technology Co., Ltd. Financial Accounting

* Responsible for the management and verification of daily income and expenditure,
* Responsible for calculating financial results and various tax calculations and salary review and issuance,
* Cooperate with the boss to take charge of other related work in the office.

Professional skills

1. Graduated in accounting and financial management;

2. Three years of corporate financial work experience, with accounting qualification certificate;

3. Familiar with national accounting regulations and understand tax regulations and related tax policies;

5. Skilled in using financial software and office applications such as Windows, Word, Excel, etc.;

I am optimistic and cheerful, I can quickly integrate into the work environment, love my job, work carefully, have strong sense of responsibility, Strong communication skills and good at dealing with interpersonal relationships.

Self-evaluation

دانلود رزومه

2012.07~2015.09 Accounting major of Fujian Normal University

* Major courses: taxation basis, statistical basics, economic laws and regulations

Work experience

Education background