# *Avan Asaad Othman*

## Personal Information:

#### Place & DOB : Erbil - 14-July-1991

#### Gender: Female

**Nationality:** Iraqi Marital Status: Married

**Address Home:** Zanko, Erbil, Iraq

**Cell phone:** +964 750 834 9010

**Email:** avan.asaad91@gmail.com

**Education & Achievements**

* B. Sc in Accountancy, University of Polytechnic, Erbil, Iraq, in Accounting and Finance from Technical College of Erbil, Department of Accountancy, / 2009-2013.
* 2017- 2018 M.Sc. in Accounting and Finance, University of Polytechnic, Erbil, Iraq.

**Language Skills;**

Kurdish Native Speaker

Arabic Very Good

English Good

## Computer Skills;

* Ms. Officer (Word, Excel & Power point)
* Accounting Software’s: Quick Book Accountancy System………etc.

## Professional Membership:

* Member at Syndicate of Accountancy & Auditors, Iraq-2012 - No; 4477

## Training ;

* Teaching methods (pedagogy course) at Lebanese french university (LFU) .
* English Language, held by Britich consule Center in Level 3, Erbil-Iraq, 2016.

 **Employment History- University of Polytechnic –Erbil - Administration Technical College**

* Assistant Accountant from November 2013 to October 2017.
* Assistant Lecturer from March 2021 up to date.

**Summary of responsibilities**

**Duties an d Responsibilities**

* Research and analyze financial reports and market trends;
* Provide insightful information and expectations to senior executives to aid in long-term and short-term decision making;
* Review financial data and prepare monthly and annual reports;
* Present financial reports to board members, stakeholders, executives, and clients in formal meetings;
* Stay up to date with technological advances and accounting software to be used for financial purposes;
* Establish and maintain financial policies and procedures for the company;
* Understand and adhere to financial regulations and legislation.
* Analyze financial information (e.g. revenues, expenditures and cash management) to ensure all operations are within

Budget.