



# Your Name (account manager)

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(+33) 66666xxxxx | [xxxxx.dupont@gmail.com](mailto:xxxxx.dupont@gmail.com) | Address: xxxxx

Birthday: 17/12/1995 | Nationality: xxx

## Professional Summary

Motivated and detail-oriented recent graduate in Accounting / Finance seeking an entry-level Account Manager position. Strong foundation in financial principles, budgeting, and accounting software, combined with excellent analytical and communication skills. Eager to contribute to the success of a dynamic organization while gaining practical experience in corporate finance and account management.

## Education

- Bachelor's Degree in Accounting / Finance / Business Administration – [University Name] – [Year of Graduation]
- Relevant coursework: Financial Accounting, Management Accounting, Corporate Finance, Business Analytics
- Academic Projects: [Briefly describe any finance or accounting projects]
- Internships (if any): [Company Name] – Assisted in financial reporting and data analysis

## Skills:

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### Technical Skills

- Basic knowledge of ERP systems (SAP, Oracle)
- Microsoft Excel – Formulas, Pivot Tables, Charts
- Financial reporting and budgeting basics
- Data analysis and record-keeping

### Personal Skills:

- Strong attention to detail
- Analytical thinking and problem-solving
- Teamwork and collaboration
- Effective communication

## Certifications (Optional):

- Any relevant accounting or finance certifications (e.g., QuickBooks, Excel Certification)

## Languages:

- Arabic: Native
- English: Advance