

Beşiktaş / İSTANBUL

(532) 1111111

(212) 3333333

ahmetornek@gmail.com

**Personal Information**

Date of Birth: 01/01/1982

Nationality: Turkish

Marital Status: Married

Sex: Male

Driving License: B (2004)

Military Service: Completed

(05/2007)

**Language Skills**

**English**

Reading: Advanced, Writing: Advanced, Speaking: Good

**French**

Reading: Good, Writing: Good, Speaking: Intermediate

**References**

**Ayşe Örnek**

ABC Danışmanlık A.Ş, General Manager, (212) 9999999

**Ahmet Örnek**

XYZ Ltd. Şti., General Manager, (212) 3333333

**Social Activities**

Photography, University Volleyball Team Captain

**AHMET ÖRNEK**

**Accounting Specialist**

**WORK EXPERIENCE**

**ABC Danışmanlık A.Ş. / İstanbul** 04/2014 - Working

**Accounting Specialist**

Keeping the accounting records. Following up the bank and credit operations. Integrating Netsis software. Increasing the efficiency of the accounting operations by 10%.

**XYZ Mali Müşavirlik Ltd. Şti. / Ankara** 07/2007 - 03/2014

**Accounting Specialist**

Preparing the payrolls of the employers. Usage of Netsis software. Giving consultancy to the companies in financial regulations.

**EDUCATION**

**Postgraduate** Koç University / Accounting & Finance Management

09/2005 - 06/2007

**University** Marmara University / Economy

09/2001 - 06/2005

**High School** Beşiktaş Anatolian High School

09/1997 - 06/2001

**ADDITIONAL EDUCATION & CERTIFICATES**

**Computerized Accounting Training** 2007

Ankara Uni. Continuing Education Center

**Cost Accounting Certificate** 2006

Etik Education Center

**COMPUTER SKILLS**

Word, Excel, Powerpoint, Outlook: Excellent
Netsis: Good

**CLUB & ASSOCIATION MEMBERSHIPS**

Member of Marmara University Alumni, TEMA Youth Member, Photography Association Member