

GANA MOHAMMED



janaamohammedd@gmail.com



(20) 4084 2109



Auckland, New Zealand 1025

PROFESSIONAL SUMMARY

I am Gana Mohammed, a dedicated and proactive university student with a Middle Eastern background currently pursuing a double major in Computer Science and Accounting at Auckland University of Technology. Building upon my academic achievements which include an Excellence Endorsement endorsed by the New Zealand Qualifications Authority. I am eager to leverage my skills and knowledge in the tech and finance sectors. My goal is to secure a challenging internship or part-time position that will allow me to apply my analytical and technical skills while contributing to an initiative organization.

EDUCATION

Auckland University of Technology
Auckland • Expected in 06/2027

Accounting, Computer Science
Double Major

SKILLS

- Leadership: Decision Making, Problem Solving, Organizational Abilities, Analytical and Critical Thinking
- Teamwork: Adaptability, Active Listening, Communication, Time management, Attention to Details
- Driving License: Restricted Driving License
- Bank reconciliation
- Journal entries
- Goal oriented
- Attention to detail

CERTIFICATES

- L1 Xero associate certification: Self-paced from Xero
- LinkedIn: Financial Modeling and Forecasting Financial Statements
- Microsoft Office Specialist: Excel Associate from Microsoft

EXPERIENCE

Halal Kiwi - Assistant Accountant Intern
Auckland, AUK • 06/2025 - Current

- Collaborated with cross-functional teams to streamline financial workflows, improving efficiency and reducing processing delays.
- Assisted in developing and implementing process improvements aligned with organizational goals, supporting accurate financial reporting and operational efficiency.
- Assisted in preparing financial statements and reports for management review.
- Assisted with the process of accounts payable and receivable transactions with accuracy and efficiency.
- Increased app subscriptions by 10%

Loololita - Owner
Auckland, AUK • 05/2024 - Current

- Planned and managed multi-vendor stall markets,, making sure events ran smoothly from start to finish.
- Provided excellent customer service, communicated clearly with customers and helped create a positive experience for visitors.
- Had 50+ vendors join at the same event.

LANGUAGES

English

Native or Bilingual

Arabic

Native or Bilingual

COMMUNITY SERVICE & VOLUNTEER WORK

Khawat, AUT MSA, AUT WIB, AUT Investment club and ARCC

- Assisted in organizing fundraising events, increasing community participation and support.
- Collaborated with team members to streamline event planning processes and improve execution.