

Maher Moawad

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PROFESSIONAL SUMMARY

Experienced accounting and business professional with a proven track record. Seeking a challenging role. Bachelor's degree in accounting, master's degree in Business Management. 2 years of hands-on experience in Accounts Payable and Analysis. Skilled in Microsoft Office, SAP software, and Optical Character Recognition (OCR) technology for enhanced data accuracy and efficiency.

KEY COMPETENCIES

Attention to details

Excellent analysis skills

Strong interpersonal skills

Problem resolution

Critical thinking skills

Proactive and self-motivated

Process improvement

Excellent communication skills

Teamwork and coordination

English

Arabic

Polish

PROFESSIONAL EXPERIENCE

Whirlpool Company Polska Sp. z o.o

Accounts Payable Specialist - Poland

Oct 2022 - Jul 2023

- Manage accounts payable process for the Italian Market. Verify and book suppliers' invoices in SAP ERP software. Coordinate and follow-up through emails with stakeholders to ensure timely completion and handling suppliers queries. Foster relationships with customers/suppliers, provide support in the areas of problem resolutions and drive continuous improvement with process enhancements.
- Prepare accounting and finance related reports and conduct data analytics as per the business needs. Monitor and manage reporting and controls involving Finance processes.
- Prepare and execute payment. perform root-cause analysis of payment/credit issues, prepare and report results of analysis. Identify and reconcile disputed amounts, create debit/credit memos, and improve cash flow.

Philips Polska Sp. z o.o.

Purchase to Pay Specialist - Poland

Jul 2022 - Sep 2022

- Handling the full cycle of the P2P process from purchase to payment for BENELUX Market. Manage and coordinate local accounts payable and expenses activities. Monitor the goods receipt and invoice receipt process with necessary follow-up. cooperate with suppliers and internal departments to improve quality and completeness of submitted invoices.
- Act as first point of contact for P2P related questions as well as the 3rd parties and local organizations queries. Investigate, Responsible for reporting, validating, and analyzing data. Prepare Financial related report and ensure delivery of reports on time.
- Cooperate with Philips business to improve the purchasing and payment process. Propose process improvements related to invoice processing.

Purchase to Pay Junior - Poland

Jul 2021 - Jun 2022

- Book invoices received from suppliers via OCR tool and SAP ERP software. Act as a focal point for invoice processing related questions for remaining PTP team.

EDUCATION & INTERNSHIP

- Master's degree in Business Management

2019 - 2022

- Bachelor's degree in Economic, Spec, Accounting

2013 - 2017

- Internship in HRBP & HR Services - Petrofac - UAE

Nov - Dec 2023

- Internship in Cashier and customer Service - QNB Bank

Aug - Sep 2017