

Summary

Detail-oriented Accountant with 11 years of experience effectively maintaining accurate accounting information for large-scale financial organizations. Proven track record of working as part of a financial team to manage diverse financial functions, including tax management and reporting. Strong collaboration skills with executive management. Eager to join your team.

Experience

Urban Craft Wood Manufacturing LLC | Dubai

Senior Accountant | 06/2023 - 12/2023

- Managed general accounting operations, including accounts payable/receivable, collections, payroll, reconciliations, and financial reporting.
- Performed accurate account reconciliations.
- Audited financial records for accuracy and completeness.
- Managed payroll, budgeting, and banking reconciliations.
- Prepared tax return and claims reports.
- Coordinated with external auditors to ensure accuracy of financial reports.

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SAP Fico Specialist | 05/2022 - 06/2023

- Be an active member of a team implementing S4/HAN,SAP FI/CO Key User.
- Strong SAP FICO skills for successful implementation and configuration including banking interfaces, product costing, profitability analysis, tax implementations, e-invoicing knowledge.
- Extensive knowledge of SAP transactions and processes in Finance and Controlling
- Export Invoice Taxes Refund: Preparing reports to claim tax refunds on export sales based on applicable tax policies.
- Active team member in S4/HANA implementation
- Expertise in banking interfaces, product costing, profitability analysis, and tax implementations
- Identified opportunities for SAP-driven business process improvement
- Configured and supported SAP system, fixing faults and implementing changes and testing.
- Conducted business analysis, defined requirements, and created functional specifications
- Maintained close working relationship with Finance, Tax, and Controlling functions.
- Work with business stakeholders to define and measure data analytics success criteria.
- Communicate the value of data analytics to business stakeholders and help them understand how to use data to make informed decisions.

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Senior Tax Advisory Section Head e-invoice-SAP Key User | 06/2019 - 05/2022

- Ensured compliance with VAT regulations through review and modification of Business Practices
- Financial Reporting, and tax reports, ensuring tax accuracy and confirming tax numbers and information.
- Prepare report Include export sales for possible support or tax refunds, Provide necessary documentation to the tax authority for support or refund claims.
- Export Invoice Taxes Refund: Preparing reports to claim tax refunds on export sales based on applicable tax policies.
- Developing relationships with customers & Tax Authorities.es (with relevant support from external Tax advisors).
- Leading/Managing tax audits & inquiries, defending company's tax positions.
- Monitoring tax environment, identifying risks & opportunities.
- Guiding internal stakeholders on international tax matters.
- Developing relationships with customers & Tax Authorities.

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Senior Accountant-Section Head Cost AP-SAP Key User | 01/2014 - 06/2019

- Monitored commercial and industrial costs for each activity
- Analyzed product costing results and resolved variances, optimizing profitability
- Implemented Automated Vendor Payment Program in SAP for efficient and secure transactions
- Streamlined vendor statements in SAP for accurate and timely financial reporting
- Prepare and obtain approval for payment vouchers in SAP and get it approved from relevant authorized signatories.

- Plan and prioritize the payments according to approved schedule and monitor the working capital requirements.
- Preparation of annual inventory committees for the Treasury and warehouses
- Ensure timely and accurate reconciliation of supplier accounts monthly basis and reconciled to accounts payable in the general ledger accounts
- Implement effective controls to protect company assets
- Verify and process payment documents efficiently
- Evaluated inventory and resolved discrepancies resulting from monthly price changes.
- Prepared annual inventory reconciliation report.
- Ensured accurate inventory management through meticulous evaluation.
- Implemented effective strategies to optimize inventory control and minimize losses.
- Prepares documentation and clarifies accounting of auditing (Internal/External Audit) to ensures accurate and clear communication with reviewers

Union Group - SAMSUNG | Alexandria
Senior Internal Auditor | 03/2011 - 01/2014

- Carry out administrative and financial audit procedures by examining records, reports, operating practices, and documentation and assist in preparation of reports to ensure compliance with established internal control procedures.
- Conduct advanced analysis using relevant audit methodologies and approaches
- Auditing the delivery of the Financial and audit reports, Inventory Process, purchasing and sales reports.
- Auditing delivery of financial and audit reports, inventory process, and sales reports.
- Resolve audit issues and engage stakeholders to identify opportunities and execute audit delivery.
- Suggest recommendations in short- and long-term plans for "Organizational Development" to ensure efficiency of services provided.
- Ensure to meet Key Performance Indicators (Kpis) in order to improve efficiency and effectiveness.
- Participate in audit's checking and reconciliation of financial information to ensure accuracy and authenticity of information.
- Assist in the preparation of administrative and financial audit work papers and documentation for checking and approval by the management.
- Assist in executing the administrative and financial audit test designed including identification of processes gaps and provide recommendation to resolve the issues.
- Follow up on the administrative and financial audit finding action plan in order to have maximum adherence to the audit recommendations to reduce operation risk exposure.
- Develop and analyses financial data ensuring its integrity stands up to scrutiny.

Supervisor Inventory Controller& Planning- Supply Chain | Alexandria
Union Group - SAMSUNG | 09/2007 - 03/2011

- Proficiency in best practices to be followed & using logistics software, such as (SAP, Oracle database, Remedy, GSPN).
- Supply Chain Finance functional knowledge, Warehouse Management.
- Responsible for the order management process within liaise with Samsung and ensuring their orders receive immediate attention.
- Organized and manage the annual stock take for reconciliation of physical stock versus system stock.
- Ensure that Material movements are correctly transacted and accounted for and that effective processes are in place.
- Develop and implement material auditing and validation processes.
- Investigations of material , stock discrepancies and implement root cause analysis and corrective actions.
- Inventory analysis and management reporting.
- Process POs in compliance with company policies & procedures.
- Team leadership and development, you will develop flexibility of the team to provide mutual support for the Production Control and Logistics teams.
- Interface with maintenance and sales management to address order related inquiries such as availability of product, quotation, and fulfillment timing.
- Collaborate working with different teams (sales, supply chain, production) to process orders efficiently.

Andalusia | Alexandria
Customer Service | 10/2005 - 09/2007

- Provide customer service to customers in a professional manner and ensure that they receive the best possible service.
- Ensure that all calls are answered within an appropriate time frame, and that any problems or issues with your account are resolved as quickly as possible.
- Follow up on outstanding issues and resolve them promptly.
- Maintain a high level of knowledge about company products and services.

- Provide feedback and suggestions regarding improvements to company processes and systems.
- Resolve complaints from customers and provide solutions to their queries.

Skills

Financial Reporting, Financial Analysis, Accounts Payable (AP), Accounts Receivable (AR), SAP Business, Warehouse (SAP BW), Financial Reporting, Accounting Standards, Cost Accounting, Internal Audits, Management Accounting, Business Administration, Import-Export Operations, Inventory Control, Warehouse Operations, Supply Chain Management, Tracking Budget Expenses, Problem Solving, Key Performance Indicators, Leadership Experience, Communications skills.

Education

Faculty of Commerce, Alexandria University | Alexandria
Post Graduate Diploma | 07/2016

Faculty of Commerce, Alexandria University | Alexandria
Bachelor | 05/2013

Commercial Technical Institute | Alexandria
Diploma | 07/2007
Department of Information Systems

Software

SAP
Oracle
Remedy
GSPN
QuickBooks
Peachtree
Microsoft office