**AMRO**

**AMRO.226278@2freemail.com**



**ACCOUNTING MANAGER**



**B.Com, IMA certified for building Budgets & ACCA - Level 1 Certified**

Self-motivated and multi-skilled financial and management accountant contributing over 18 years of experience in varied business sectors with almost 18 years of international exposure. Possess valuable insights, keen analysis and team approach to set priorities, working in high pressure environments with strict timelines & multiple deliverables.

**OBJECTIVE:** *Proactive decision maker, targeting a challenging and senior managerial assignment as* ***Accounting***

***Manager*** *with a well established and globally reputed organization by utilizing following strengths...*

* Extends diverse and cross functional knowledge in accounting till accounts finalization including accounts payable, accounts receivable, cash, bank & petty cash, inventory and fixed asset management.
* Demonstrated exposure in budgeting & cost control, auditing, establishing processes including daily bank reconciliations for all accounts in the system to prevent revenue loss.
* Adroit in handling accounts for several projects, preparing monthly financial reports including balance sheet, profit & loss, trial balance and other financial statements using ERP, Oracle Financials, Quick Books and Tally.
* Leveraging 18 years of sound international working exposure across Cairo (Egypt), Muscat (Oman), Doha, (Qatar) and Dubai (UAE).
* Team leader / player, motivating cross-cultural teams; combining sound communication, interpersonal, analytical and leadership skills to attain overall operational & system efficiency.



**Career History**

**TransCore LP, Dubai (UAE)**

**Accounting Manager** (May 2007–till date)

**Company Profile**: The largest global manufacturer of transportation-based RFID technology with over 31 millionRFID tags and 53,000 readers deployed worldwide in various transportation applications like electronic toll collection, traffic management, rail, truck, container, barge and intermodal tracking and also monitoring, homeland security border control, airport ground transportation, parking, and secure vehicle access control.

**Key Profile:**

* Functioning as Accounting Manager, leading a team of 5 personnel, reporting to the Financial Controller and involved in establishing all financial processes.
* Preparing managerial reports to the senior management of both TransCore and RTA for revenue, costs, expenses, forecasting and inventory for month closing.
* Recommending suppliers, negociate prices and request purchasing quantities based on forecasting.
* Decide daily tasks for Salik finance team.
* Authorized and responsible for negotiating on payment plan to collect the outstanding balance of Salik project invoices.
* Assisting the Operations dept. in setting and streamlining their processes and preparing and submitting profit & loss, trial balance and other financial statements & reports to the senior management.
* Core member in developing budgets, forecasts, accounts payable, accounts receivable, cash, bank, inventory and fixed asset management.
* Involved in conducting internal audit and also auditing reports and documenting requisite modifications in the system as per the requirements of new financial processes.
* Responsible for Inventory management including providing forecasts, inventory management process and updating it.
* Responsible for daily GL entries which Salik system send everyday to the government financial system through integration.

* Responsible for designing and reviewing Finance Department process, identify areas for process / system improvements, standardize procedures
* Responsible for issuing statements of accounts including daily reconciliations for all system reports with the bank, cash, A/R, A/P and inventory accounts.
* Delivering approvals for all entries and adjustments to be posted in the system and proposing solutions for all financial issues in the accounts / system.
* Coordinating with the Software dept. in testing systems and with the Operation dept. for delivering financial customer service.
* Authorized individual, responsible for negotiating with Suppliers on prices, terms of payments and work quality to ensure operational excellence.
* Involved in designing customer feedback forms on complaints & requests, interacting with the clients on various financial issues with customers and imparting training to the department employees.

**Achievements:**

* Successfully established process in the Finance dept.
* Designed and genrerated many management reports.
* Designed reports to prevent revenue loss and helping in studies for increasing revenue.
* Streamlined inventory procedures and handled bulk orders in inventory.

**Global Information Technology, Dubai (UAE)**

**Senior Accountant** (May 2002 - May 2007)

**Company Profile:** GET Group Co., the branch involved in providing integrated software & hardware solutions forMinistry of Labor, Ministry of Health, Sharjah Immigration including distribution of laser printers, ID card printers, PCs and other IT equipments.

**Key Profile:**

* Reported to the Group Finance Manager, handled cash & bank accounts and involved in accounts payable & accounts receivables, inventory account and fixed asset management including budgeting and costing.
* Handled all aspects of accounting and finalized accounts for the following projects:
	+ Company Service Centers in Dubai, Sharjah, Ajman and Khorfakkan
	+ Global Engineering Contracting Co. (Import, Export L/C & issuing Invoices) (Contracting project as a

Supplier for Nakheel’s Jumeirah Palm Project)

* + Fixed Asset management in UAE, Iran, Syria and Sudan Branches
	+ Al Najmah Al Kawniyah Insurance Brokerage
	+ Romancia Magazine
	+ All accounts up to finalization for Syria and Iran branches

**Achievement:**

* Managed all accounts up to accounts finalization for several branches simultaneously and using 3 different software packages (ERP, Quick Books and Accounting System built in private company).

**Global Enterprise Technologies, Doha (Qatar)**

**Senior Accountant** (Mar 2001–Apr 2002)

**Company Profile:** GET Group Co., the branch deals in the distribution of laser printers, ID card printers and other ITequipments and consumables.

**Key Profile:**

* Reported to the Group Finance Manager and handled book of accounts till accounts finalization for the Branch.
* Prepared & submitted monthly financial reports including balance sheet, trial balance, profit & loss and other financial statements to the Head Office in Dubai.
* Involved in accounts payable, accounts receivable, bank reconciliation management, cash & petty cash accounts management including inventory and fixed asset management.

**Achievement:**

* Established a proper accounting system using Quick Books.

**Al Madina Development & Supply LLC, Muscat (Oman)**

**Accountant** (Jul 1998 - Feb 2001)

**Company Profile:** GET Group Co., the branch deals in providing software solutions and distributing laser printers, IDcard printers, PCs, other IT equipments, advertisement, contracting and food-stuff.

**Key Profile:**

* Reported to the Finance Manager, handled accounts up to accounts finalization and prepared all financial statements for Food Import & Distribution division.
* Handled all accounts up to finalization for Beach Hotel Restaurant and Advertisement division.

**Achievements:**

* Successfully managed the entire aspects of accounting for 3 departments simultaneously using accounting software, Tally.
* Effectively managed accounts receivable and expenses of both Commercial and Industrial directories of Chamber of Commerce and Industry of Oman.

**AMERICANA, Cairo (Egypt)**

**Accountant** (Dec 1996–Jun 1998)

**Company Profile:** Americana is the largest group having franchise for fast food restaurants with famous trademarks(KFC, Pizza Hut, Wimpy, Subway, Baskin Robbins, Al-Samady, TGI Fridays and Fish Market)

**Key Profile:**

* Managed the entire accounts of 31 fast food restaurants including petty cash expenses for all restaurants.
* Prepared financial reports using Oracle Financials.



**Professional Development**

* 4 Certificates from Institute of Management Accountants, USA for completion of courses in Building Models Around the Master Budget-Operating Budgets, Financial Budgets, Financial Statements, Free Cash Flows & Analysis of a Financial Model
* Certificate for ACCA - Level 1
* Completed course for CMA Part 1



**Academics**

* Bachelor of Commerce (Accounting), Tanta University, Tanta City, Egypt (1996)



**Personal Particulars**

* Date of Birth: 20th May 1974
* Languages Known: Arabic & English
* IT Skills: ERP, Oracle Financials, Quick Books, Tally and MS Office (professional in Word and Excel)
* Egyptian National, holding Residence Visa and valid UAE Driving License
* References will be furnished on request
* Preferred Location: UAE