

**Tarik**

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**Personal Summary:**

Self-motivated, hard work and highly organized with excellent knowledge of finance & accounting procedures, having a proven ability to drive out inefficiencies through process improvement as well as assist in the maintenance & development of financial systems and accounting. Easy going by nature, able to get along with work colleagues and managers, Tarik is currently looking for a suitable position that offers variety and also opportunities to develop both personally and professionally.

**Career Objective:**

Pursue a professionally gratifying career as Senior Accountant, Financial Controller, Junior Financial Analyst and related job positions where my knowledge of analytical and communication skills are engaged to further add value to company's area of operations.

# Employment History

***January 2014***  ***December 2015* (2 years)**

* **,** Doha – QATAR
  + Oversee and review the reconciliation of all relevant ledger accounts in order to ensure all accruals and adjustment entries have been passed correctly;
  + Manage the accuracy of the accounts payable and receivables in order to make timely collections and payments;
  + Research and assemble data from all the departments and prepare reports on controlling cost;
  + Suggest methods and procedures on improving percentage of production and net profit;
  + Maintain periodic reports and check if the cost estimations is correct and the company is earning profit;
  + Able to extract, organizes, analyze and report data in a manner that is useful and relevant for making business decisions;
  + Collaborate with the other members of finance department to support overall department goals and objectives;
  + Help managers make decisions and develop strategic planning for the company through the interpretation of financial statements and summary reports on key issues.
  + Working under executive manager or finance manager.

***October 2012***  ***October 2013***  **(1 year)**

* **Financial Engineer** in General Finance at **Optima Finance Consulting**, Casablanca - Morocco
  + *Corporate Finance* (Cash Management, Methodology of Financial Analysis, Financial Modelling Techniques, ...);
  + *Analysis and Financial Management* (Accounting Balance sheet, Funds Statement, Discounted Cash Flow Method, …);
  + *Risk Management* (Risk modelling, Calculation of Risk measures, Asset Liability Management);
  + *Financial Market* (Statistical Analysis of Markets, Pricing of derivatives, portfolio management, Actuarial calculation, ...)

***October 2011***  ***September 2012*** **(1 year)**

* **Trainee Financial Engineer** at **Optima Finance Consulting**, Casablanca - Morocco
  + Subject: Measure of risk of the Moroccan stock portfolio: Application of Value at Risk
  + Tools and environments used:
  + Operating system : Windows Vista 32 bit
  + Software : Matlab R2010a, Microsoft Excel 2007
  + IDE : Spreadsheet link EX (product Matlab interacting with Excel by VBA)

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# Academic and Professional Qualifications

***2009 - 2012* Professional Master** in **R**isk **M**anagement in **F**inance, Engineers Mohammadia School **- Morocco**

***2006 - 2009* Master of Science** in **M**athematics, **C**omputing and **A**pplications, Sciences Faculty **- Morocco**

***2004 - 2006* Master of Science and Technology degree** in **M**athematics **A**pplied to **E**ngineering **S**ciences **- Morocco**

# Knowledges and Skills

* + **Areas of Expertise :** Portfolio management, Data analysis, Managing financial reports, Book keeping Team management, Risk management, Balance sheet management, Management accounting
  + Ability to adapt to new and different computer programs and software to enable efficient data gathering and analysis;
  + Advanced working knowledge of Microsoft Excel modeling and PowerPoint;
  + Proven ability to utilize and learn financial software packages;
  + Knowledge of generally accepted accounting principles, financial reporting and analysis.
  + Ability to complete tasks with a high degree of accuracy utilizing strong analytical and organizational skills.
  + Highly organized, motivated, detail oriented, a sense of urgency, and an ability to prioritize tasks.

# Languages

**Arabic** : Mother Tongue

**French** : Fluent

**English** : Intermediate Level

**Italian** : Basic Notions

# Personal Interests

## Affiliations

* Member of the King Abdul Aziz Al Saudi Foundation of Islamic studies and Humanities ;
* Member of the Moroccan Institute of scientific and technical information ;
* Member of the Moroccan Association of applied mathematics ;
* Ex-member of the Arabic Foundation of science and technology.

## Sports and cultural activities

* Swimming and football
* Interest in the scientific current events and the technology
* Travel