|  |
| --- |
| **EXECUTIVE SUMMARY arrow_subtitle** |

A strategically focused Financial Professional 13 years of increasingly responsible experience in general accounting, financial planning and reporting, fixed asset management, payroll and income tax preparation, and information systems management SAP and Oracle ERP. with the ability to build high performing teams through a balance of goal setting, seek to work in an environment that will challenge me further; while allowing me to contribute to the continued growth and success of the organization. Obtain a position as finance manager/controller that will provide me to leverage my skills and work experience to a growing industry. Look forward to working with a company that promotes quality products and services; and provides me with the opportunity to play a direct role in the unlimited growth and achieve the assigned goals.

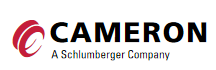
|  |
| --- |
| **CORE STRENGTHS arrow_subtitle** |

|  |  |
| --- | --- |
| ■ Financial Planning and Budgeting | ■ SAP |
| ■ Financial Accounting – AP/ AR/ GL & PL | ■ Oracle ERP |
| ■ Financial Policy Development | ■ Oracle (Hyperion Financial Management) |
| ■ Cash Management & Treasury | ■ Letter of Credit and Incoterms |
| ■ Goal Setting | ■ Contracts Management |

|  |
| --- |
| **KEY SKILLS arrow_subtitle** |

* IT Systems Implementation ( SAP, Oracle ERP and Oracle HFM )
* Financial Planning and Analysis.
* Specialist Accounting: Tax Accounting, Projects Accounting, CAPEX and OPEX.
* Approval and reporting on KPI’s, consolidations and reporting packs for management, stakeholders, clients etc.

|  |
| --- |
| **PROFESSIONAL WORK SUMMARY arrow_subtitle** |



**CAMERON Middle East Ltd. – Abu Dhabi Branch**

**Schlumberger Ltd., Group: Cameron, Segment: Surface Systems**

P.O. Box 127424 Abu Dhabi, U.A.E

**CAMERON, A Schlumberger Company** is a leading provider of flow equipment and services to worldwide oil, gas and process industries. Leveraging its global manufacturing, engineering, sales and services network, works with drilling contractors, oil & gas producers, pipeline operators, refiners and other process owners to control, direct, adjust, process, measure and compress pressure and flows. **CAMERON** legacy of leadership spans, representing mutual success with more than 23,000 employees operate around the world from more than 300 locations and 80+ product brands manufactured to cover virtually all the world’s oil & gas operating basins. **CAMERON** brand is RAISING PERFORMANCE TOGETHER from integrating premier products and technologies, to responsive service and project management, to final delivery and aftermarket.

**CAMERON Middle East** is the regional office of Middle East and North Africa aftermarket operations and headquartered in Houston, Texas, USA.

**Title:** SENIOR FINANCIAL ANALYST  *Jul 2012 – Jan 2017*

In my role as a senior financial analyst; I report to APME Regional Director and provide in depth financial analysis of profit and loss and balance sheet accounts. Support the annual budget process, quarterly forecasts and monthly updates; analyzing actual performance and results to budget and forecasts, explain material variances and prepare summary reports. Coordinating and reviewing the team members’ internal reports to support monthly and quarterly close process according to CAMERON/SCHLUMBERGER policies and procedures to ensure the accuracy of accounting records and financial statements presentation for legal and governmental authorities (Statutory and Tax) of Middle East entities:

|  |  |  |
| --- | --- | --- |
| * UAE – Abu Dhabi and Dubai | * Oman | * Kuwait |
| * Iraq – Basra and Erbil | * Qatar | * Saudi – JV |

**KEY OBJECTIVES:**

* Serve as a key member of the finance team that sets the accounting functions strategic directions.
* Review month end closing process, circulate and ensure the completion of all tasks assigned to finance team members, retain records and supporting documents and provide confirmation for data upload for consolidation and submission of actual results reports.
* Institute, maintain and ensure an adequate and accurate system of financial recording, internal accounting control and initiating and enforcing controls and procedures where appropriate.
* Coordinate, develop and implement internal and external auditing functions as required. Perform routine testing of financial controls to ensure data integrity and support informational requests from both internal and external audit.
* Prepare and review monthly sales and supporting documents for tax returns purposes to ensure timely and accurate filings. Preparation of business license applications and renewals.
* Review customer tax deductions and resolve issues timely, assist in the maintenance and updating of tax software and tax matrix to ensure compliance with applicable tax law, research and prepare responses to tax issues from customers, vendors, and company personnel.
* Prepare financial reports and disclosures as required by governmental agencies, the financial community, creditors and the corporate office.

**KEY ACHIEVEMENTS:**

* Ensured accurate implementation and data migration of new company code establishment in Iraq.
* Ensured the successful testing and obtained UAT of VIM/KOFAX and WHT systems.
* Setup new archiving system for finance department files.
* Collection of $ 572K withheld amount from our customers in Qatar for the year 2009 and before.
* Setup new PE file in Oman, Kuwait and Qatar.



**NAFFCO (National Fire Fighting Manufacture Company)**

**Division - NAFFCO Electromechanical Co. – Abu Dhabi**

http://www.naffco.com

P.O. Box 4192 Abu Dhabi, U.A.E

**NAFFCO (National Fire Fighting Manufacture Company)** core business focuses on design, manufacture, supply, installation and after sales services with our highly trained and experienced technicians and engineers for fire fighting products ranging from basic fire extinguishers to highly sophisticated fire engines. The company provides total fire protection solutions to the most prestigious developments around the world, including residential buildings, commercial complexes, telecommunication centres, industrial installations, oil refineries and petrochemical plants and airport installations.

With its presence in over 80 countries, **NAFFCO** was established in 1991 and it’s headquarter located in United Arab Emirates, where a wide range of innovative fire fighting equipment is manufactured with the company’s state-of-the-art technology.

**Title:** SENIOR FINANCIAL ACCOUNTANT *Feb 2006 – Jul 2012*

In my capacity as a senior financial accountant; I report to the Finance Manager of the Mechanical Division and manage the day to day account department’s functions such as prepare, examine and analyze complex accounting records, financial statements and financial reports to ensure accuracy and compliance to reporting and procedural standards as well manage daily and monthly accounting activities oversee six staff and review work of several employees within the department , train new accounting employees on the processes and the ERP applications mainly Oracle e Business suite on the following modules:

|  |  |
| --- | --- |
| * General Ledger | * Fixed Assets |
| * Account Receivables | * Projects Accounting |
| * Account Payables | * Inventory Management |
| * Cash Management | * Purchasing |

I also handle the payroll and employees settlements, prepare sales teams commissions as well I over see the projects accounting in terms of (Projects budgeting, costing and provisioning).

I am also responsible to generate the company’s financial reports such as (Collection Reports – Expected and Actual on Daily, weekly, monthly and yearly, Cash in Flow Reports …etc ) and other type of custom financial reports on ad-hoc basis.

One of my functions is interacting with the banks such as facilitating the issuance of credit notes, Letter of Guarantees and other financial aspects.

**KEY OBJECTIVES:**

* Reengineer procedures to ensure compliance with the auditors accounting requirements.
* Managing all banking relationships associated with credit facility.
* Lead and innovate strategic process re-engineering campaigns internally with the sales team to ensure targeted monthly, quarterly and yearly collections are been secured during specific defined time frames depending on market volatility conditions.
* Prepare analyze monthly, quarterly and annual financial statements using trend, variance and what-if scenarios and generate specialized ad-hoc reports such as Trial Balance, monthly adjustments, MIS and other financial statements for the division CFO, Management and CEO Committee office.
* Strategic coordination of the traditional business functions and the tactics across the business functions within the Supply Chain Management.
* Review detailed analyses of fixed asset general ledger accounts, and forecast depreciation expenditure on a monthly, quarterly and annual basis for planning submission.

**KEY ACHIEVEMENTS:**

* Transformed the finance organization from a provider of information to an integral strategic partner with senior management and operations.
* Ability to generate meaningful of financial management information to facilitate the growth of business, utilizing IT expertise for the benefit of the firm by adopting continuous improvement approach.



**Petra Engineering Industries Co.**

<http://petra-eng.com>

P.O. Box 141351 Amman 11814 Jordan

**Petra Engineering Industries** was founded in 1987 with a vision to produce a wide variety of HVAC equipment with a variety of application requirements to export to major worldwide markets. The implementation of successful corporate and business strategies took Petra to a high level and enabled them to begin competing with well established, high end companies. By 1994, Petra expanded its line of HVAC equipment, utilizing some of the industry's most advanced machinery and raw materials to achieve the highest quality standards. Their valued equipment quickly gained recognition in over 20 countries worldwide. By the new millennium, Petra designed and manufactured a wide array of quality HVAC equipment to suit all commercial and industrial applications. **Petra** extraordinary products are what brought them to the US market.

**Title:** SENIOR ACCOUNTANT *Mar 2004 – Feb 2006*

**KEY OBJECTIVES:**

* Coordinate the end of month closing process to ensure all corporate deadlines are met and information is presented in accordance with Jordanian accounting standards.
* Assist tax division to prepare corporate income tax and property tax to comply with Jordanian taxation laws.
* Supervision of three accountants’ clerks.
* Letter of Credit and Letter of Guarantee Controller.
* Preparation of monthly, quarterly and annually payment schedules, financing schedules, cash flow statement, income statement, balance sheet and various financial statements.
* Perform general inventory accounting responsibilities including inventory cost analysis, pricing, inventory mark-up, processing accounts payable invoices and providing inventory controls.
* Interacting with Foreign vendors and Suppliers to purchase row materials and machinery stream line all logistics to avoid productions bottlenecks.

|  |
| --- |
| **LANGUAGES arrow_subtitle** |

English Fluent Arabic Fluent

|  |
| --- |
| **TRAINING COURSES arrow_subtitle** |

Six Sigma Green Belt (Feb. 2016)

Work – Life Balance Management (May, 2015)

KPMG Globalization and Tax Guide Workshop (Nov. 2014)

|  |
| --- |
| **PROFESSIONAL CERTIFICATIONS arrow_subtitle** |

CMA (Certified Management Accountant)

Part 3 – Strategic Management – (Dec. 2009)

Part 2 – Management Accounting and Reporting – (April, 2009)

|  |
| --- |
| **EDUCATION arrow_subtitle** |

Bachelor Degree Accounting, Yarmouk University 1999 – 2004, Jordan