**Wael**

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Oracle ERP & SAP & Tally (AP, AR, FA, CE and GL) – Financial Accounting TB, P&L, BS, CF, Management Report, CRM, monthly closing and yearly audit

Big 4 Yearly Audit “E&Y – Deloitte”

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| Personal Information | * Marital Status: Married * Nationality: Egyptian * Age: 38 |  |
| Languages | Arabic and English |  |
| Education | B.Sc. of commerce, Major Accounting, Zagazig University 1999, Egypt |  |
| Work Experience | **From Aug-2015 Till Now**  Chief Accountant At (Dorchester Real Estate International Co.) Jeddah, Saudi Arabia  **From April-2015 Till Aug-2015**  Chief Accountant At (Al Forsan Global Industrial Complex) Rabigh- Jeddah, Saudi Arabia  **From March 2010 Till April 2015:**  Senior / Chief Accountant At, (Hafil Transport Est. – **Mohammad Youssef Naghi Group**), Jeddah, Saudi Arabia  **I have been part of the implementation team of the Oracle ERP**  **Reporting to Finance Manager/Director**  **From August 2002 till September 2009:**  Senior / Chief Accountant, Al Ansar Medical Group, Jeddah, Saudi Arabia |  |
| Duties & Responsibilities | • Responsible for critical functions within the department and capable of mentoring and assisting team members within the department.  • Monitors compliance accordance to the standards of IFRS or GAAP and company procedures.  • Review, investigate and correct errors and inconsistencies in accounting entries, documents, and reports.  • Coordinate with other branches and business units to record inter related transactions.  • Ensures that transactions are approved within designated limits as per company authority matrix.  • Closely maintains and monitor the fixed assets module and ensure proper categorisation.  • Adheres to internal and external deadlines  • Assist the Finance Director in preparing the annual budget.  • Coordinate monthly closing process and reconciliation of general ledger with sub ledgers.  • Work with both internal and external auditors during operational an d financial audits.  • Report, analyse, and ensure integrity of all financial information.  • Participate in the stock count and cash count committees.  • Ensure that all subordinates are performing with due professional care and are committed to submit all requested reports on time.  • Evaluate progress of subordinates and ensure achievement of departmental targets.  • I have a team of 4 accountants and 2 cashiers under my direct supervision. |  |
| Reports  **Language**  **Software Skills** | 1. Monthly Consolidated Management Accounts includes:    1. Trail Balance    2. Income statement    3. Balance Sheet    4. Cash Flow    5. Analysis of main accounts 2. Monthly payroll preparation/review and ensure proper costing 3. Fixed asset schedule/register with book value and depreciation movements 4. Intercompany transactions recording / reconciliation 5. Provisions and accrual report/movements (i.e. EOSB, leave, tickets, utilities etc.,,,) 6. Petty cash status follow up along with aging 7. Bank reconciliation and analysis of reconciling items 8. Ageing reports for receivable & payable 9. Ad hoc reports as required   English - Arabic    Oracle ERP - SAP ERP – Tally ERP - Visual – word – Excel – power point – Adobe photo shop – Adobe Indesign. |  |
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