**SAFDAR**

Phone: Whatsapp +971504753686 / +919979971283

Email: [safdar.375947@2freemail.com](mailto:safdar.375947@2freemail.com)

**QUALIFICATIONS & HIGHLIGHTS**

A highly driven and results oriented finance professional with a track record of consistently meeting and exceeding established goals and objectives. Excels in all aspects of accounting and finance with the ability to plan, execute and manage financial strategies. Key EXPERTISE

* Financial Analysis & Reporting.
* Budget planning & management.
* Internal sales / stock Audit.
* Accounts and Bank reconciliations.
* Sales ledger / after sales account management.

**Professional Experience**

Samaco Automotive (Audi, Porsche, Volkswagen) | Riyadh 2001-Present

**Senior Financial Accountant**

Reporting to both the Sales & Finance Director, this senior role focuses on developing, executing and managing the after sales finance and accounting strategy within the Saudi Arabia region. It is a 360 degree role that oversees many functions to ensure execution excellence for SAMACO.

* Plan, present and implement finance plan according to the company’s strategy
* Prepare Review and Analyze monthly Financial Statements.
* Prepare monthly journal entries and supporting schedules according to monthly close schedule.
* Assist in the Month-End, Quarter-End and Year-End closing processes ensuring transactions are in accordance with GAAP, JSOX and internal policies and procedures are followed.
* Facilitate and complete monthly close procedures.
* Prepare monthly account reconciliations and work to resolve any discrepancies.
* Assist with preparation of Annual Budget and Mid-Year estimates.
* Calculate commission payments to Sales, Service and Management.
* Balance Sheet Reconciliations & Analysis.
* Prepare Monthly Accruals, including performing the search for unrecorded liabilities.
* Prepare/Calculate Monthly Revenue Recognition and update deferral & unearned schedules.
* Prepare Journal Entries and maintain complex Prepaid Expense schedules.
* Reconcile all Balance Sheet Accounts.
* Assist with analyzing Financial Statements on a monthly basis and report on variances.
* Assist in the documentation of processes and evaluations, and establishment of Internal Controls.
* Other Duties/Special Projects as assigned.

Samaco Automotive (Audi, Porsche, Volkswagen) | Jeddah 1995-2001

**Financial Accountant**

* Maintained accounting controls by preparing and recommending polices and procedure.
* Reconciliation of daily cash sales with general and sales ledger transactions
* Maintained the internal control and audit of sale invoices
* Guided accounting staff by coordinating cash sale and help with coordinating daily bank reconciliations.
* Handle the WIP , throughout all the regional branches in Riyadh and Jeddah
* Post all the sales invoice for multi branch operations
* Prepare Journal Entries and maintain complex Prepaid Expense schedules.
* Manage the relations ship with insurance companies
* Prepare Monthly inventory, sales unrecorded liability reports.

EA Juffali Brothers (Mercedes) | Jeddah 1985-1995

**Financial Accountant**

* Prepared timely sales & orders report with tracking revenue by profit centre and region.
* Monitored monthly financial results compared to budget and forecast and prepare monthly detailed

Variance reports.

* Tracked cost centre spending by divisions on monthly bases used for forecasting.
* Ensured the processing of financial ledger entries.
* Ensured the proper accounting of all financial transactions.
* Assisted with analysis of operational activities to ensure financial compliance and in support of goal

Attainment.

* Supported corporate asset management - specifically Accounts Receivable & Inventory.
* Created ad-hoc reports to be distributed to all management levels.
* Supported for budgeting & forecasting.
* Supported month end and yearly financial closing process including financial audits

**EDUCATION**

* Bachelors of Commerce – University of Karachi
* High School Sheldon High School Karachi