

# MUHAMMAD ELSAWY

## FINANCIAL ACCOUNTANT

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### PROFESSIONAL SUMMARY

Highly skilled Financial Accountant with 5+ years of diverse accounting, finance, audit and ERP Systems experience in CPAs Firm, and corporate environments e.g. Construction, Industrial, FMCG, Healthcare, Logistics and Agriculture.

### QUALIFICATIONS AND SKILLS

Knowledgeable and motivated Financial Professional. Working on **CMA certificate (Member ID: 9824335)** with extensive background in the following broad-based competencies:

- Data Processing
- Managerial Accounting
- Financial St. Preparation
- Financial Analysis
- Cash & Staff Management
- Accounts payable and receivable
- Corporate Finance
- Financial & Project Mangat.
- Forecasting And Budgeting
- Advanced Excel And ERP Systems
- Critical And Analytical Thinking
- Presentation And Public Speaking

### WORK HISTORY

**Financial Accountant** | Saeed Ali Ghodran Group (SGG) - Ghodran Factory for Food Products (GFFP), Eastern, KSA **01/2020 - NOW**

- Prepared, reviewed and posted weekly, monthly and quarterly accounting entries.
- Processed A/P, A/R, and billing needs for the company.
- Prepared all monthly, quarterly, and annual financial reports.
- Verified and approved of payroll for administrative staff and field workers, OTPS expenses, and reconciliations of three operating accounts
- Compiled financial reports pertaining to cash receipts, expenditures, and profit and loss.
- Helped in reviewing current trends to model and forecast financial future trends.

**Project Accountant** | SAUD RASHID AL-KHALIDI (SRK) CO. - Eastern & Riyadh Regions, KSA **09/2018 - 01/2020**

- Reviewed and approved construction invoices and overseeing payments on a timely basis.
- Ensured A/P ledger is accurate and clean.
- Prepared cost and budget reports to ensure better mangat. of projects.

- Assisted in treasury mangat., const. loan draws and tracking, cash forecasts, cost tracking, financial analysis and compliance reporting.
- Investigated project variances and submitted variance reports to management.

**Junior Accountant** | Legal Accountant Office / Marwa Ahmed Othman - Ref. No. 2386 - Cairo, Egypt **01/2016 - 01/2018**

- **Financial Accountant Roles: 01/2016 – 01/2017**
  - Reviewed financial documents to verify accounting data and mathematical accuracy.
  - Recorded, Posted the Entries to their Accounting Books.
  - Recorded and Reconciled all bank transactions.
  - Maintained integrity of general ledger, including the chart of accounts.
  - Help in Preparing of Financial Statements.
  - Help in Create tax data collection systems.
- **Audit Associate Roles: 02/2017 – 01/2018**
  - Managed to schedule small business audits and getting audit files started.
  - Created filling system to handle incoming information and outgoing reports.
  - Reviewed financial statements and audit documents to uncover variances.
  - Consulted with auditors to determine needed support activities.

## EDUCATION AND PUBLICATIONS

Kafr El-Sheikh University, Kafr El-Sheikh **Sep 2013 – Aug 2018**  
**Bachelor Of Commerce, English Section** : Accounting And Finance

IMA | Institute of Management Accountants **Dec 2018 – Now**  
**Certified Management Accountant (CMA, P1) – USA**

## CONTACT AND PERSONAL INFO

- **Full Name:** Muhammad Elsayy Rizq Elsayy Elmadny
- **Status:** Engaged
- **D.O.B:** July 15, 1995
- **Military Service:** Exempted
- **Visa Status:** Transferable
- **Valid D. License:** DMM, Saudi Arabia & Egypt
- **Languages Known:** Arabic (Native) & English (Advanced)