

# AHMED ALZAHARNA

Chief Accountant at

**AL-JEEL MEDICAL & TRADING CO.**



## CONTACT

00966-5000 82 910

h\_h96@hotmail.com

Riyadh, Saudi Arabia

[Linkedin.com/in/ahmed-alzaharna-a4a17366](https://www.linkedin.com/in/ahmed-alzaharna-a4a17366)

## SKILLS

- Leadership
- IFRS knowledge
- Accounting
- External Audit
- Risks Assessments
- MS Office
- Goal Oriented
- Creativity
- Time Management
- ERP – Oracle EBS

## LANGUAGES

- English
- Arabic



## ABOUT ME

Certified Accountant with 18 years of experience in the field of Audit, Finance and Accounting with a solid history of achievements in accounting and system developments. Motivated leader with strong organizational and prioritization abilities. Areas of expertise include accounting, financial reporting, and treasury management and employee development.



## EXPERIENCE

### Chief Accountant | December 2017 – till date

#### AL-Jeel Medical & Trading Company | Riyadh | Saudi Arabia

Al-Jeel Medical & Trading Co. Ltd. is specialized in trading of medical equipments & supplies & is one of the leading companies in KSA in field of medical.

As a Head office Chief Accountant, I am leading the team that aims at helping the accounting department to fulfill its mission and achieve its preset goals. My role is to manage day to day accounting operations and report to Accounting Manager on all accounting modules to ensure timely monthly closing. Coordinates with Internal and External auditors on quarterly and annual audit.

#### Responsibilities:

- Coordinate with finance team to complete assigned accounting tasks within deadlines.
- Perform financial analysis and reporting to management as needed.
- Generate financial reports and statements to Managers for review.
- Monitor expenditures, analyze revenues and determine budget variances and report the same to management.
- Perform month-end accounting activities such as reconciliations and journal entries.
- Assist in auditing activities by providing necessary information and preparing requested documentations.
- Assist in budget preparation and expense management activities for assigned accounts.
- Evaluate computerized accounting systems and provide recommendations to IT team for performance improvements.

### Accounts Payables Controller | December 2014 – December 2017

#### AL-Jeel Medical & Trading Co. | Riyadh | Saudi Arabia

#### Responsibilities:

- Review monthly payments / advance payments to suppliers.
- Responsible for all aspects of accounts payable.
- Managed of all the daily accounts payable processes and ensured that all were accurate, and the processing was completed in a timely manner.
- Communicated with staff and vendors to address inquiries and resolve issues.
- Researched account transactions from all sources to identify and resolve discrepancies.
- Handling / Processing Letter of Credit.
- prepare estimation report for liabilities for next 3 months.

## PERSONAL INFO

Date of birth: 18-May-1981

Nationality: Palestinian.

Iqama: Transferable

### **Audit Senior | April 2009 – November 2014**

**El-Ajou group Trading Co. | Riyadh | Saudi Arabia**

As Senior Auditor, I had the opportunity to analyzed operational and management processes and system controls' effectiveness and efficiency in view to improve them and propose value-added recommendations. I was assisting the manager/supervisor in Identified control and processed weaknesses, documented main control points and provided evidential support for report recommendations. Performing analysis and testing of internal controls and detailed testing of key heads of balance sheet and P&L.

### **Auditor | October 2005 – February 2009**

**Al-Bassam CPA & Consultants | Riyadh | Saudi Arabia**

As a Trainee, my role was to assist supervisor in determining appropriate sampling technique, sample size, sample selection and perform audit testing. I was given the opportunity to work on some major balance sheet heads i.e. Fixed Assets, prepayments, & banks.



## EDUCATION



**2004**

**Bachelors of Commerce | University of Elneelain , Sudan**