**Ammar Hussain Moidu**

Telephone: 966541838302/00966 564492211

Email: [ammarhussainmoidu@gmail.com](mailto:ammarhussainmoidu@gmail.com)

**PROFILE**

A highly accomplished and dedicated Chief Accountant with sound financial focus and commercial awareness with the ability to improve controls, compliance and operational efficiencies. Fully able to draw upon a wealth of knowledge in strategic financial management, commercial profitability, and driving change. Possessing a high degree of initiative in identifying and solving problems with innovative thinking alongside the capacity to deal simultaneously with a number of rapidly changing and competing priorities. Now seeking new challenges where core transferable expertise and skills can be applied to enhance operational performance.

**TRANSFERABLE EXPERTISE**

**Leadership:** Possesses demonstrable success at leading teams and achieving high performance working. Promotes empowerment of the team; ensuring that each team member is fully engaged and making a meaningful contribution. Encourages a sustainable pace with high-levels of quality within the team.

**Stakeholder Management:** Offers solid stakeholder management skills and experience of high-level interaction and influence, up to C-Level. Experienced at documenting and reporting. Able to communicate across all business levels and proficient at translating financial information.

**Project Management:** Check feasibility, teams and resources; set goals, defining roles and producing schedules of tasks. Multitasks and prioritises flexibly to fulfil all assigned tasks within time constraints. Skilled at working under pressure and confidently meets targets.

**Continuous Improvement:** Proven ability to identify areas for further development, and able to support others in the process. Has an analytical and problem-solving approach to work. Excels at prioritising flexibly to meet rapidly changing needs. Adept at crisis and risk management.

**KEY SKILLS**

|  |  |
| --- | --- |
| * Accounting principles and best practices * Financial reporting and presentation * External and internal audit management * ERP/ Ms Dynamics proficient * Automating accounting functions * Cost analysis and performance recommendations | * Mentoring, team management and development * Delivering and executing KPIs * Communication * Stakeholder Satisfaction * Team work, decentralization and control * Adaptable to demanding environments |

**EMPLOYMENT HISTORY**

2018 - Present **Chief Accountant** - Arab Recycling Co

**Key Responsibilities:**

* End to end management of all monthly, quarterly, yearly closing
* Support with high level decision making by providing detailed financial reports, distributed to senior management and external auditors
* Continuous tracking and monitoring of all expenses to ensure they included on appropriate GL accounts, the accuracy of inventory closing, purchases and sales, costing, provisions, bank reconciliation, petty cash, prepaid and accrual
* Oversee all payments and vendor/customer balance confirmation
* Regular evaluation of GL transactions, fixed asset acquisitions, depreciation and disposals
* Promote compliance to VAT legislation, as well as assessing ZAKAT return
* Manage all payroll activities, performance incentives and associate company transactions
* Accountable for the training and direct management of four accountants, viz., senior accountant, cost and inventory accountant, junior accountant and petty cash clerk, maximise productivity through ongoing performance monitoring and review
* Execute HR policies including sickness/absence monitoring and reduction; conduct staff 1-2-1s and appraisals, implement performance improvement plans to enhance staff productivity
* Regularly analyse workload and team productivity to plan resources to ensure efficient departmental delivery

**Key Achievements:**

* Achieved recognition by completing 2019 year-end external financial audit within one month
* Agreed and set purchasing/inventory process, enhanced efficiency by automating all booking inventories
* Collated, analysed and interpreted data to provide thorough and detailed reports of all branches, such as IS, COGP and FC Vs VC
* Produced bespoke reports with the aim of highlighting cost per truck and manpower cost per tonnage, the report was deemed successful as it delivered numerous cost savings

2015 - 2018 **Senior Financial Accountant** - Arab Paper Manufacturing Co

**Key Responsibilities:**

* Regular monitoring and management of all GL related activities
* Completed various key duties, including insurance policy renewals and managing VAT and Zakat returns
* Regularly reviewed the finance department policy procedures to ensure fit for purpose
* Post fixed asset- acquisition, depreciation and disposals and prepare monthly, quarterly and year-end PPE movement schedule
* Provided expert support in the preparation of monthly, quarterly and yearly financial closing and reporting
* Called upon to deliver expert support to the team with external audit requirements
* Recruited, developed and managed a high performing team of Junior Accountants, continuously raised the bar and managed performance using best performance tools
* Identified training and development needs through job analysis, appraisal schemes and regular 1-2-1s
* Demonstrated strong attention to detail to ensure the accuracy of the cost centers
* Estimated finance department operational budget and assist CFO for collecting various annual budget requirements
* Served as representative of the finance department within purchasing committee meetings, monitored accuracy of purchasing process, inventory on hand, reordering level, minimum stock, average consumption and transparency in floating quotation and fair in negotiation

**Key Achievements:**

* Managed numerous projects, including implementation of VAT and the transformation from SOCPA to IFRS, monitored all project deliverables including timing, scope and budgets to mitigate any risks
* Established better-quality process of asset acquisition

2012 - 2015  **Project Accountant** - Arab Paper Manufacturing Co

**Key Responsibilities:**

* Continuous monitoring and analyzing project expenditures relating in the approved budget from SIDF (Saudi Industrial Development Fund)
* Collaborated with SIDF Finance Unit, led the preparation of records according to their requirement in order to be eligible for the loan
* Accurately recorded Fixed Assets and monthly depreciation
* Directed the A/P at the project, processed all payments and fed back to suppliers
* Led the negotiations of the terms in LC with the suppliers
* Accountable for the inventory for the project, accurately recorded item movements in the ERP
* Evaluated Financial terms across all contracts related to the project and advised the Project Management team of any changes
* Provided regular progress meetings and presentations to senior stakeholders
* Established relationships with Insurance companies to arrange insurance, whilst settling claims

**Key Achievements:**

* Led the negotiations to bridge finance terms and established bank facilities for the project
* Developed ‘Project Module’ in Ms Dynamics AX and a new module in Ms Dynamics AX to monitor LC and LG

2010 - 2012 **Accountant** - Arab Paper Manufacturing Co

2009 - 2010 **Assistant Sales Manager** - Secura Investment Management (India) Pvt Ltd, Calicut, India

2008 - 2009 **Sales Executive** - Kavaq Business Intelligence, Kuala Lumpur, Malaysia

**QUALIFICATIONS AND PROFESSIONAL TRAINING**

Masters in Business Administration (MBA) (CGPA 3.3/4.0) - International Islamic University Malaysia

Bachelor in Commerce (1st) - University Of Calicut, India

Computer applications in Business (CGPA: B grade) - National Institute of Technology, India

General Guidance to Letter of Credit, conducted by Banque Saudi Fransi in KSA

EY seminar on IFRS knowledge and implementation - KSA

EY Seminar on VAT guidelines and implementation - KSA

EY training covers IFRS-16 implementation (covers CPA hours)- KSA

KPMG IFRS training course - on the job application of IFRS (24 CPD hours)- KSA

TUV Nord - Integrated Management System in house awareness training- KSA