

An Accomplished ACCA Member and BSc (Hons) over 10 Years' of diversified experience. I'm highly analytical and forward-thinking professional with substantial experience in leading all facets of accounting and finance operations. Stellar track record of success in developing financial aging documents, maintaining Accounting records and reviewing KPI reports. Highly adept at meeting unique client requirements and building and nurturing professional relationships. Strong communicator, able to train and empower cross-functional teams. Trusted advisor to senior leadership, conducting audits and monitoring long-range budgeting and forecasting. Passionate about identifying opportunities for improvement and crafting solutions focused on quality. Expert in devising and executing robust cooperate and financial growth strategies. Proactive and results-oriented individual with the ability to thrive in fast-paced and challenging environments. Broad-based experiences in Saudi Arabia, United Kingdom, and Pakistan.

Areas of Expertise

- ◆ Financial Planning Analysis
- ◆ Analytical Skills
- ◆ P&L Accountability
- ◆ Oracle/BPC
- ◆ Budgeting & Forecasting
- ◆ Excel/PowerPoint
- ◆ Account Reconciliation
- ◆ Reporting & Documentation
- ◆ Financial Performance Monitoring

Professional Experience

Flowserve Al-Rushaid, Dammam, KSA Accounting Supervisor / Financial Analyst

Feb 2021 – Present

Lead overall financial activities of finance department. Oversee multiple projects for specific accruals on monthly basis in collaboration with operation managers. Ensure compliance with accounting policies, including revenue recognition as per IFRS 15 for multiple projects. Plan and develop monthly management accounts for management review. Identify and mitigate material variances during financial reporting, highlights, and recommending actions. Conduct monthly and quarterly forecasting and deep-dive analysis into Backlog, Orders, Shipments, GM, OI, Absorption, and PWC. Arrange flash calls for current Outlook of business and reporting to corporate. Develop cost standardisation policy for 2021 and 2022 with Financial Controller. Manage all external audits and related needs/requirements for 2021.

- Improved team efficiency in performing monthly/quarterly and year-end closures.
- Achieved EMA expectations by communicating with corporate as Team Lead for Annual Operating Plan (AOP) 2022 finalisation.
- Secured SR1M in high penalties by managing all ZATCA processes such as Income Tax, Zakat, and VAT.
- Leveraged Oracle's EPM, SAP's BPC; cloud tools for conducting monthly reporting.

ITT Saudi Co, Dammam, KSA Senior Accountant

Apr 2018 - Jan 2021

Evaluated and compared actual results with budgets/forecast for analysing financial status of orders. Presented monthly payment details of all recurring payments by maintaining and updating statistical reports. Scheduled group trail balance accounts and monthly backline reconciliation. Coordinated with project managers and senior management for performing project costing and suggesting desired outcomes. Offered exceptional assistance to internal auditors by providing required trials, schedules, and reasoning. Assessed/Evaluated fixed assets records, receivable's status, and invoicing to customers within set time. Reported GM about monthly receivables aging analysis and provisioning through excel files.

- Introduced adjusting entries to confirm banking/inter-company accounts reconciliation on month-end basis.
- Met business requirements by monitoring cash flows and addressing concerns with management.
- Supported in the documentation of all financial control narratives and Sarbanes Oxley Act control templates.
- Ensured compliance with VAT/Tax returns while analysing monthly payrolls.

Binzagr Factory for Insulation Materials (BFIM), Khobar, KSA Senior Accountant

Dec 2016 - Mar 2018

Steered all facets of VAT process from creating standard operating procedures to identifying risks of non-compliance in accordance with Saudi law. Monitored execution of policies and procedures in Oracle while partnering with consultants. Planned and developed month-end financials of profit centres. Educated cash management techniques to Treasury Manager related to required information and forecasts. Designed reports, analysed trails of transactions, reconciliation of General Ledgers balances, reported monthly account receivables aging analysis, and provisioned to CEO. Informed Finance Manager about discrepancies in receivables as well as suggested appropriate preventive measures. Underpinned in yearly budget and quarterly forecast analysis according to Finance Manager requirements. Updated fixed asset schedule, finalise Capex, depreciation, and disposals on monthly basis.

- Trained and encouraged new team members for performing efficient in-house processes and procedures of the finance department.
- Liaised with Payables, Petty cash, and Treasury staffs to manage effects of double entries in GL.

Bindawood Holding (Danube Co Ltd), Riyadh, KSA
Accountant

Aug 2014 – Aug 2016

Reported all tasks associated with analysing stock movements, identifying discrepancies, and breaches of compliance to management. Steered preparation of variance analysis between budget and actual figures, showing it to Finance team on quarterly basis and discussed findings with Manager. Planned, developed, and implemented feasibility plan for new projects while dealing with more complex accounting projects. Supported purchase department in crafting references for purchase orders. Administered all facets of filing process for inward/outwards document. Monitored day-to-day activities of branch accountants, performing sample testing for fraud/errors. Formulated improvement recommendations and discuss internal control issues by communicating with Internal Auditor.

- Enhanced ERP system by evaluating SOP's of all departments, risk assessments, and suggestions.
- Assessed and resolved complex client balance and changes to contracts/payment issues through excellent customer service.
- Coached/empowered new staff for performing efficient in-house processes/procedures of finance department.
- Examined stock movement reports and recommended methods/procedures to minimise stock costs.

Bee Enterprises Ltd, Lahore, Pakistan
Accountant

Jun 2013 – Aug 2014

Assessed accounts information for recording assets, revenue, and expenses double entries. Offered financial analysis and administration support to cost centre for monitoring Actual vs. Budget. Followed internal policies for drafting accurate financial statements. Oversaw end-to-end activities of bank reconciliations with respect to differences in statement, creating record assets, liability, revenue, and expenses entries with accounts information.

- Introduced Quick Books use for preparing account charts and keying/updating entries as well as developing Interim and annual financial statements.
- Arranged group meetings with managing director to foster company productivity.
- Monitored overall reconciliations of payments, verifications, bank statements, and transfers.

Capital Books (UK) Ltd, London, UK
Audit Associate & Insolvency Admin

Nov 2011 – Mar 2013

Followed instructions of Manager for creating client audit plan and performing audits. Advised management regarding internal control systems and control risk/weakness evaluation. Crafted audit and tax communication letter by sorting client records and updates. Guided/Briefed clients about IFRS procedures. Developed checklists for mandatory documentation by collaborating with solicitor.

- Supervised portfolio of corporate cases by ensuring actions according to Insolvency Act.
- Organised client meetings for HMRC while facilitating in VAT and tax returns preparation.

Technical Proficiencies

MS Office Suite, Onestream, Oracle Modules, ERPLX, Information System Development, Outlook Express

Education

Bachelors of Science in Applied Accounting, Oxford Brookes University London, UK, 2011

Professional Training

Active participant of CPD (Continuing Professional Development) seminars/webinars organised by ACCA
Completed Professional Ethics Module under Association of Chartered Certified Accountant body
Active reader of Professional Insights, ACCA and AB Direct magazine

Certifications & Affiliations

ACCA Member, The Association of Certified Chartered Accountant London, UK, 2016
Finance, Accounts, Auditing, Management and Financial Accounting, Taxation, Laws and IT
ACCA Affiliate, The Association of Certified Chartered Accountant London, UK, 2013
Major: P7-Advanced Audit and Assurance, and P5-Advanced Performance Management

Personal Details

Languages, English (Proficient), Urdu (Native), Arabic (Basic)
Driving Licenses, Saudi Arabia, United Kingdom & Pakistan
Residence status, Saudi Iqama (Transferable)