**CV**

**Qualifications **

**Commerce & Business Admin, B.Sc.Com.(Bachelor of Science & Commerce). Cairo University, Khartoum 1984**



**Farouq Yousif Ibrahim**

**Abuyousaf62@Hotmail.com**

**0966553204944**

**Sudanese**

**Kingdom of Saudi Arabia - Riyadh**

**1964**

Taking responsibility / punctuality / creativity / organization / persuasion and gaining the confidence of others / working under all circumstances

**Professional Experiences**

**I have worked as a chief accountant with the following**

**Companies in Saudi Arabia Where I ve Gained 25 years experience as an Accountant & Chief Acc & Account Manager Reporting to** **Management. Cash Control & Management. Budget Daily Income Audit (Cash-Noncash). Promissory Notes Control & Financial Control Auto Stok Card Control Cash Receipts Control Leasing Proposal Lease Calculation and Monthly cost of overdue report preparation of petty cash bank reconciliation preparing payment vouchers payroll cheques. Management Credit Facilities with Suppliers**

**Personal skills**

**Entertainments**

**All certificates are available and notarized upon request**

English

Arabic

**Microsoft Office**

**Company: Al-jabreen trd. Est.**

**Position: Accountant**

**\* Maintaining Accountant Book.**

**\* Check and Prepare Petty Cash.**

**\* Controlling Material Iequsisition.**

**\* Checking Payroll**

**\* Controlling and Managing the cost & Expense of Projects.**

**\* Checking Daily Business Report (Dbr) Rental Agreement for Short-Term & leasing**

**\* Checking (Journal Voucher (JV, S)**

**\* Budget**

**\* Daily Income**

**\* Audit (Cash-Non-Cash)**

**\* Promissory Notes.**

**\*** **Control & Financial Control**

**\* Auto Stok Card Control**

**\* Card Control**

**\* Cash Receipts Control**

**\* Leasing Proposal & Lease Calculation**

**\* Monthly Cost of Overdue Report.**

**\* Preparation of Petty Cash**

**\* Bank Reconciliation**

**\* Payroll**

**\* Credit Facilities with Suppliers**

**\* Reporting to Financial Manager & Management**

**Languages**

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**Computer Skills**

**All certificates are available and notarized upon request**

**جميع الشهادات موجودة وموثقة عند الطلب**

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**ودة وموثقة عند الطلب**

**Company: Khaled Fahad Al Bbooz Contracting co.**

**Position: Chief Accountant**

**Period: From: 2004 To 31-12-2015**

**JOB Description.**

**\* Maintaining Accountant Book.**

**\* Checking and Prepare Petty Cash**

**\* Controlling Material Requisition**

**\* Checking Payroll**

**\* Controlling and Managing the cost & Expense of Projects.**

**\* Expecting Salary As Company Policy**

**Company: Al athab Contracting Company**

**Position: Accountant Manager**

**Period: From: 2016-01 To Date**

**All certificates are available and notarized upon request**

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