

# Mahmoud Abdulwahab Al Ghanim

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Dammam, Saudi Arabia

## SUMMARY

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Profile : Male, 45 years old, Married  
Nationality : Saudi Arabia

## WORK EXPERIENCE

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2018 to present

### **Momaizah Metal Fabrication Factory**

**Dammam**

**Saudi Arabia**

*Finance Manager*

Momaizah Metal Fabrication Factory is manufacturing Lab Systems, Playground and general metal fabrications. It's located in second industrial city in Dammam.

Reporting to Chairman and GM, main responsibilities are to:

- Report daily cash flows, sales and expenses as well as spending level of approved budget.
- Report monthly turnover, and prepare salesmen commission based on commission system.
- Collection of customer outstanding balances and reconcile customers' accounts.
- Supervise all financial recordings.
- Own banks' facilities, renew and obtain new loans and Issue L/C's and L/G's for local and oversea suppliers/customers.
- Prepare reports for Board of Directors and attend BOD meetings.
- Prepare monthly internal financial statements and discuss with BOD and management the results.
- Develop and train finance and other admin staff for new skills and Oversee the Human Resources activities.
- Coordinate with external auditor to finalize financial audit.
- Prepare VAT and Tax/Zakat declarations and response to General Authority of Zakat and Income Tax GAZT queries.

2016 to 2018

### **Flowrite Valves Group**

**Dammam**

**Saudi Arabia**

*Managing Director Assistant for Finance & Admin*

Flowrite Group is a manufacturing complex located in second industrial city in Dammam which is manufacturing flow-control valves for oil, gas and water industries.

Reporting to Managing Director, main responsibilities are to:

- Report daily sales activities, lead business and development team, approve price list.
- Approve customers' credit lines.
- Approve all bank transactions and supervise all other affairs of banks.
- Supervise financial recording.
- Prepare monthly internal financial statements and discuss with management the results.
- Oversee the Human Resources activities, including hiring, compensating and appraisal of staff.
- Lead the communication with partners, and lead the BOD meeting.
- Direct communication with all governmental affairs of the group.
- Coordinate with external auditor to finalize financial audit and zakat declaration.

2013 to 2016

**Saudi Xerox Agencies Co. Ltd.**

**Alkhobar**

**Saudi Arabia**

*Regional Financial Controller*

Xerox is a joint venture company which sells & provides services to international copy brand name i.e. Xerox machines.

Reporting to the country finance manager, main responsibilities are to:

- Report daily turnover and associated costs.
- Approve after calculating margins for direct sale, lease and other special deals.
- Guide, manage & supervise collection process.
- Report monthly, quarterly & yearly accounting activities and results of the region.
- Reconcile sub-ledger system to GL (un-integrated system).
- Follow up customers with long outstanding balances, reconcile their balances and obtain confirmations (more than 2,000 customers).
- Lead, supervise and train subordinates.
- Report partially results in US GAAP, especially variances above certain limits.

2012 to 2013

**Gulf Power & Marine Establishment (GPM)**

**Alkhobar**

**Saudi Arabia**

*Financial Consultant (Finance Manager)*

GPM is a sole proprietor establishment conducts its business by importing marine spare parts and maintaining marine communication systems.

Reporting to the owner (general manager), main responsibilities are to:

- Cooperate in implementing AX.
- Renew of finance department policies and procedures to adhere the local requirements of SOCPA.
- Own all bank agreements and relationships.
- Help in expansion of the business.

2005 to 2011

**Abdulrahman Salih Al Rajhi & Partners Co. Ltd. (ARARCO)**

**Dammam**

**Saudi Arabia**

*Senior Accounts Manager*

ARARCO is a family owned company making business as a holding company with various local and foreign investments in both private and quoted.

Reporting to both CFO and CEO, I managed a team of five accountants, main responsibilities are to:

- Communicate with local and foreign banks for daily transactions, queries and conflict resolution;
- Ensure banks issues are dealt with in an efficient manner, inform the CFO and/or CEO of any problem that may arise and suggest and enact solutions;
- Own banks' facilities, loans' renewals, repayment schedules and recalculating interest;
- Provide regular two-way communication between the banks and finance team which leads to strong team representation;
- Lead and train other members of the finance team, and assists in strategy development of company;
- Record, analyze, report and administer finance information in accordance to SOCPA regulations and requirements;
- Present training session to finance team members and others to develop relevant knowledge, techniques and skills;
- Control expenses to meet budget guidelines and then report and analyze variances;
- Adhere to company policies, procedures and business ethics codes and ensure communicating and implementing within finance team;
- Prepare annual financial statements, combined and consolidated financial statements;
- Prepare and report monthly closing and management accounts;
- Prepare annual budget and forecasts, report and analyze variances; and
- Coordinates with external auditors to finalize their various reports.

2000 to 2005

**Ernst & Young**

**Alkhobar**

**Saudi Arabia**

*Senior Auditor*

Ernst & Young is one of the world's leading professional services organizations, helps companies across the globe to identify and capitalize on business opportunities. Its services include internal and external auditing, taxation and advisory.

I worked in the assurance division of Ernst & Young as senior auditor. I have leaded various audit teams to perform different types of statutory audits, group audits and contributed few of due diligence and other reporting jobs.

While at Ernst & Young I had the opportunity to develop the following skills:

- Insight and working knowledge of Generally Accepted Accounting Principles of Saudi Arabia;
- Analytical review of financial statements and understand the language numbers speak;
- Clear and objective report writing capabilities;
- Performing process level analysis to identify process level weaknesses in the business cycle of clients and provided process improvement suggestions to clients to overcome such weaknesses;
- Project management skills by managing number of assignments;
- Surviving in a highly demanding work environment;
- Adapting myself to working in a tough environment where multitasking is minimum requirements;
- Managing and motivating team members so as to perform better; and
- Worked with colleagues and clients of various nationalities. Have understood how to accept and respect cultural differences and work towards achieving targets.

## **EDUCATION**

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|----------------|--|----------------------|
| • 1998 to 2000 | Institute of Public Administration<br>Commercial Accounting, GPA 4.46 out of 5 | Dammam, Saudi Arabia |
| • 2005         | Certified Accountant Technician (CAT)  | ACCA, United Kingdom |
| • 2009         | Partial ACCA (Level 3 outstanding)   | ACCA, United Kingdom |

## **IT SKILLS**

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|---|--------------------------|
| • Windows & Microsoft Office (Advanced level) | • Typing speed at 45 wpm |
| • Accounting packages (Advanced level)        |                          |

## **LANGUAGES**

### **LEVEL**

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|-----------|--------|
| • Arabic  | Native |
| • English | Fluent |

## **COMMENTS**

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I wish to work at an organization gives me exposure as to best standards and a challenging position in a progressive and a dynamic environment providing growth and career development opportunities together with practicing my skills and capabilities and adding value to the organization by contributing towards organization's objectives with the fullest of my abilities and experience.