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Objective

To employ my knowledge and experience with the intention of securing a professional career with opportunity for challenges and career advancement, while gaining knowledge of new skills and expertise.

Professional Summary

A certified Management Accountant (CMA) with over 8 years of regional experience in accounting and financial duties across the Middle East; in KSA and Egypt, at multinational and reputable corporations. Eager to utilize the accounting and financing skills at the company to drive growth and achieve the company goals. I believe in the ongoing development so I am starting in studying CFA to enhance my knowledge and increase my professional skills.

Work Experience

Chief Accountant

Nikon Optical Middle East. [2018 – Current]

City: Riyadh

Country: Saudi Arabia

Key Responsibilities:

- Managing and reviewing the day to day closing process.
- Contributing in the evaluation of internal control system and ERM system that apply from the senior management in Japan.
- Prepare the annual budget, monitoring of financial performance and completion of the annual accounts.
- Preparing and analyzing the financial statements and provide the report to CFO in the HQ in Kuwait.
- Prepare the capital budgeting for the long term projects that the corporation intend to invest in KSA.
- Follow up with the internal and External Auditors.
- Monitoring the compliance of the internal policies and procedures.
- Monitoring the compliance of laws, rules and regulations.
- Preparing and maintaining Tax and Zakat provisions.
- Review and post VAT returns Report quarterly basis.

General Accountant

stc channels [2016 – 2018]

City: Riyadh

Country: Saudi Arabia

Key Responsibilities:

- Recording the daily entries.

- Saving data and accounting entries.
- Preparing bank reconciliations.
- Recording periodic entries of amortization, interest and prepaid expenses on a monthly basis.

General Accountant

ABDUL AZIZ EID Trading [2014 – 2015]

City: Sharkia

Country: Egypt

Key Responsibilities:

- Recording the daily entries, and entering them into the system to what is approved by the company.
- Saving data and accounting entries.
- Record expenses & revenues according to official invoices.
- Preparing bank reconciliations.
- Recording periodic entries of amortization, interest and prepaid expenses on a monthly basis.
- Preparing internal reports and following up on the company's financial position and Customers' debit and credit balances on a daily basis.

EDUCATION AND TRAINING

Bachelor of Commerce "Accounting department"

Suez Canal University, (Egypt) [2013]

TRAINING & COURSES

- Certified Management Accountant (CMA)
- Basic technical analysis – Riyadh Capital
- AX Dynamics – Microsoft training
- ORACLE & ERP – STC training

Skills:

- Microsoft office: Excel – Word – PowerPoint – Access.
- Planning, Budgeting and forecasting techniques.
- Cost Management.
- Financial analysis skills.
- Decision analysis skills.
- Soft skills.

LANGUAGE:

Arabic: native speaker

English: Competence

In conclusion, I hope that my knowledge and experience will suit your necessity and you will kindly give me the chance to reach up to your expectation