

ALA'A HADI SAAD

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👤 jordan, amman

EDUCATION

BACHELOR:
ACCOUNTING AND
MANAGEMENT
Alzarqa Private University
Alzarqa'

SKILLS

- Financial management
- Staff training
- Customer relationship development
- Regulatory compliance monitoring
- Budget forecasting
- Asset protection
- Fraud prevention
- Workflow coordination
- Human resources
- Risk mitigation
- Financial reporting oversight
- Accounting management
- Recruit well-qualified staff
- Coordinate training
- Write reports (doc , xlxs)
- Plan budgets
- Manage cash flow
- Build customer relationships

PROFESSIONAL SUMMARY

Successful Finance Manager with proven success leading, supervising and developing employees. Communicates business goals and motivates team members.

Strategic-thinking financial management professional bringing strong record of accomplishment in protecting companies with diligent oversight of financial compliance, reporting and security processes. Diligent about keeping organization on sound financial footing through expertise in budgeting, forecasting and accounting oversight.

High-performing Finance Manager experienced in fast-paced, customer-facing environments. Mentors and trains teams to achieve sales and revenue goals. Initiates improvement strategies, motivates team and develops employee customer service and sales skills.

Accomplished Financial Manager successful in leading financial controls and procedures for Commercial organizations. Attentive to current and expected demands, tax liabilities and regulatory requirements. Equipped to keep the organization scalable and responsive to new business opportunities.

High-performing Finance Manager experienced in fast-paced, customer-facing environments. Mentors and trains teams to achieve sales and revenue goals. Initiates improvement strategies, motivates team and develops employees' customer service and sales skills. Organizational leader efficiently supervises workflow processes, sets targets and makes associates accountable for achieving personal and team goals.

Financially motivated manager with positive skills in cash management, forecasting and referring reports developed over a 7 year career. Analytical and systems professional with exceptionally good problem-solving and project management capabilities. Every client is required to build long-term, useful and fruitful relationships of all kinds.

Results-driven financial management professional offering successful background in job environments. Skillfully coordinate the work of team members to maintain sound financial operations. Experienced in multitasking to handle everything from budget planning to customer service in fast-paced settings.

Talented Financially motivated manager dedicated to continuous improvement to keep everything running smoothly. Highly analytical and organized in addressing routine needs and managing unique circumstances.

Dedicated Financially motivated manager focused on completing work quickly to consistently exceed targets. Reliable team member accustomed to taking on challenging tasks.

Motivated college student, currently enrolled and seeking opportunity to apply skills in database management, spreadsheet and other computer applications to meet challenging work assignments and support management team. Excellent at

- Equipment operation
- Customer relations

LANGUAGES

Arabic, Native

English, Advanced

communicating, writing and editing. Keen attention to detail and focused on meeting deadlines.

Dependable industry worker equipped for fast-paced work and changing daily needs. Meets needs with attention to detail and hardworking approach. Seeks out opportunities to go beyond basics and positively impact team.

Experienced supervisor with the ability to train and motivate staff to meet challenging performance targets and consistently satisfy customers with high-quality service. Focused on keeping the department efficient and cost-effective.

Skilled team player with strong background in environments. Works well independently to handle assignments and always ready to go beyond basics assignments. Quick learner with good computer abilities.

Motivated and friendly worker with a flexible schedule and willing to work weekends. Dependable and punctual with a clean driving record. Work collaboratively with team members and provide excellent customer service.

EXPERIENCE

FINANCIAL MANAGER

Abu Al-Muflafel Trading Group (Future Star Company for Lighting and security System, Jordan Zara Company for Trading and Manufacturing Electrical Tools, Golden Zara Company for Trading Electrical Appliances and Tools)

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January 2016 - Current

- Maintained comprehensive controls system to underpin financial performance.
- Prepared journal entries, calculated accruals and allocated expenses to support accounting activities.
- Offered team tactical and strategic direction to encourage problem-solving.
- Managed financial statement preparation and business activity reporting, promptly identifying errors.
- Explained cost performance to achieve profit and loss targets.
- Prepared presentations and reports for management to aid in key financial planning and decision-making.
- Leveraged data and financial analysis, creativity and business understanding to research and discover growth opportunities.
- Improved internal handling of cash and credit management by optimizing control policies and guidelines.
- Partnered with teams to develop short- and long-term strategic plans and help execute.
- Organized data and forecasts to help complete accurate quarterly, yearly and project-specific budgets.
- Minimized and mitigated fraud risks and other potential losses by managing sound security strategies.
- Investigated different types of securities and related risks levels

- to help coordinate sustainable and successful investment plans.
- Coordinated efficient accounts payable and receivable operations, keeping accounts current and liabilities paid on time.
- Conducted in-depth financial research into opportunities, previous activities and market and regulatory changes to enhance business financial performance.
- Liaised with accounting to prepare and analyze accruals and drive accuracy of financial information.
- Analyzed financial information and reports to provide financial recommendations to leadership.
- Analyzed historical financial data to identify deficiencies and available development opportunities.
- Analyzed and interpreted financial results and forecasts to provide key business insight and financial guidance to organization.
- Implemented and documented processes to support internal control environment and drive efficiencies.
- Reviewed business operations, data analysis, pricing models and product-launch strategies to recommend process improvement opportunities.
- Forecasted budgets, expenditures and revenue to adjust plans and achieve targets.
- Used financial and business metrics to evaluate investment priorities and alternatives.
- Analyzed staffing, utilization and billability to implement strategies for improvement.
- Supported client-facing business leaders to provide analytical and

ACCOUNTANT

Al Baddad Holding Company

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January 2015 - October 2015

- Entered data into accounting software accurately to prepare journal entry information.
- Identified and resolved accounting discrepancies and investigated apparent irregularities.
- Executed tasks related to accounts payable, accounts receivable, financial statement preparation and cash flow analysis.
- Reviewed budget transfers submitted for approval and distribution.
- Filed monthly sales tax returns for operating companies.
- Reconciled general ledger cash accounts and accounts payable transactions to bank statements.
- Managed schedules for accruals, asset depreciation, and prepaid expenses.
- Recommended improvements to internal accounting controls by strengthening policies and procedures.
- Offered additional support with general accounting tasks to complete monthly close process.
- Prepared for financial audits, internal reviews and tax returns.

- Classified and recorded transactions in line with standard accounting procedure.
- Interpreted and analyzed complex financial documents and reports.
- Performed variance analysis to inform financial reporting.
- Reviewed annual expenses by category to assist preparation of annual operating budgets.
- Entered ACH and wire payment information into online banking module for approval.
- Discussed financial and regulatory matters with company officials, recommending targeted strategies to correct problems.
- Secured sensitive and confidential information against unauthorized access by carefully following information protection protocols.
- Reported on audit findings via verbal presentations and detailed written reports.
- Updated general ledger with new entries, verifying transaction accuracy to minimize errors.
- Established and maintained well-organized financial systems with coding tables and accounting management structures.
- Measured organizational compliance with internal and external standards through routine audits.
- Scrutinized financial statements, reports and records to identify and correct discrepancies.
- Provided detailed analysis, documentation and explanations for recorded transactions.
- Calculated insurance premiums and tax liabilities by auditing payroll records and personnel files.
- Prepared balance sheet, income flow projections and financial statements.
- Applied business and industry knowledge to forecast trends and develop accurate operational budgets.
- Conducted investigations to determine effectiveness of existing accounting policies and control systems.
- Determined optimal courses of action to reduce financial risk and boost profitability.
- Filed quarterly tax returns with on-time submissions to meet state and federal deadlines.
- Kept clients in full compliance with payment, reporting and other financial requirements.
- Reviewed establishment protocols to determine necessary scope of planned investigations.
- Assisted with collections by identifying aged accounts and preparing correspondence to collect debts.
- Accurately documented organizational assets, liabilities and income.
- Maintained accurate and up-to-date general ledger accounts.
- Supported accounts payable activities, contributing to timely and accurate invoice creation and issuance.
- Represented clients to IRS and other taxing authorities for routine matters and during litigation.

- Evaluated physical and digital financial information to identify and resolve discrepancies.