

MOHAMED ABDEL RAHMAN ALY



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Managerial Level - ASSIGNMENTS Financial Accounting / Cash Management/ Budgeting

PROFILE SUMMARY

KEY SKILLS	PROFILE SUMMARY
<i>Financial Management Accounting Operations Internal Control Budgeting Statutory Compliance Working Capital Management Business Partnering Internal Control Review/ Audits Fund Management Risk Management Commercial Operations Payable Management Cash Flow Management Trial Balance Reconciliation</i>	<ul style="list-style-type: none">• Consistent track record of over + 19 years of achieving revenue, profit & business growth objectives within rapid-change environments• Strong exposure and understanding of business strategy planning and implementation; deft in designing/implementing systems & procedures to achieve cost control & financial discipline• Expertise in administering statutory books of accounts as well as the finalization of year-end financial statements• Proficient at analyzing existing systems and procedures, preparing business development plans, designing internal control systems and facilitate effective decision-making• Demonstrated business acumen in managing finance operations and contributing higher rate of organic growth; proficient at handling finalization of accounts, financial reporting & projections-based operations• Proven ability to improve operations, impact business growth and maximize profits through achievement in finance management, internal controls and productivity improvements• Track record of developing and implementing financial and operational controls that improve P&L scenario and competitively position the firm• Possess excellent communication, analytical, decision making, time management and leadership skills with proven ability in planning & managing resources

ORGANIZATIONAL EXPERIENCE& OTHERS

**“ Chief Financial Officer (CFO) “ For (Raw Materials Co. For Edible Ind. S.A.E
. (Bake Land Egypt)**

Duration From (12/6/2022 Up To DATE).

job profile :-

Responsible for the administrative, financial, and risk management operations of the company. In addition, they are often involved in the development of a financial and operational strategy, KPIs, and the ongoing development and monitoring of the financial system.

job description: Job duties and responsibilities: -

- Manage the company's financial planning.
- Plan and perform risk management duties.
- Analyze and manage the organization's liabilities and investments.
- Plan, implement and manage investment strategies.
- Manage fundraising plans and capital structure.
- Determine finance KPIs.
- Track and ensure cash flow is appropriate and sustainable.
- Supervise finance personnel such as controllers, financial advisors, financial consultants and treasurers.
- Manage and retain relationships with various vendors.
- Prepare current reports financial & audit & tax.
- Prepare and present forecasting – budget and reports
- Adhere to the law and company's policies.
- Monitor CMC + DPO +CCC – and make reports.

- Project manager for SAP System .
- Others tasks + make analyses and ratios reports.

“ Chief Financial Officer (CFO) “ For (Rifai Foods for food industries CO)

Duration From (1/7/2021 Up To 1/6/2022).

Chief Financial Officer (CFO) of a company has primary responsibility for the planning, implementation, managing and running of all the finance activities of a company, including business planning, budgeting, forecasting and negotiations. The CFO job description should also extend to obtaining and maintaining investor relations and partnership compliance.

CFO duties and responsibilities of the job

As part of an executive management team, the CFO will have interaction with various members of a company, both senior and junior. A CFO job description Include:

- Providing leadership, direction and management of the finance and accounting team
- Manage all investment planning, for casting, F.S, TAX - Monthly and yearly.
- Providing strategic recommendations to the CEO/president and members of the executive management team
- Managing the processes for financial forecasting and budgets, and overseeing the preparation of all financial reporting
- Advising on long-term business and financial planning
- Establishing and developing relations with senior management and external partners and stakeholders
- Reviewing all formal finance, HR and IT related procedures

“Internal audit Manager consultant “ For (Golden Oil For Extracting Oils CO)

Duration From (7/3/2021 Up To 26/6/2021) Audit Task Consultant 3 MONTHS ONLY .

Job Title: Internal Audit Manager

Department: Finance, Operations and Support Services (FOSS)

Terms and Conditions: Full time and permanent role

Responsible To: (CEO)- (Chairman)

Relations with Others: Reports to Finance and Audit Committee There will be a need to work closely with staff across Help Age International and external donors and other agencies

Matrix management:

The post is line managed by CEO& Chairman, but also retains Reporting relation with Head of Finance and audit Committee of the board. The work plan and performance of the post holder can be fairly managed if the feedback in work plan and performance received from different Directors, Head of finance and audit committee and other heads of departments.

JOB Descriptions:-

1. Planning and performing operational and financial audits
2. Identifying business process risks
3. Developing testing methodologies to evaluate the adequacy of controls
4. Documenting the results of the evaluations
5. Developing recommendations and reports based on audits and presenting these ideas to senior management
6. Formulating professional development and educational plans for junior staff members
7. Planning and allocating resources and individuals in accordance with skills and schedule

Purposes of the Job:-

1. Help Age places great importance on a responsible approach to risk management and
2. Reporting to the Board on risk assessment and mitigation.
3. The post-holder will have a major role in ensuring that the organizational risk map is kept under constant review
4. And amended to reflect any changes in organizational priorities.
5. The post-holder will work with the Chief CEO Officer to report to the Finance & Audit Committee .
6. Whole range of assurance activities that take place within the organization in relation to the risk register.
7. Help Age is committed to ensuring the highest standards of financial, HR, operational and program management
8. The post holder has a key role to play in ensuring that this commitment is met through the delivery of an agreed program of internal audit Work. This work will focus on ensuring that financial and other control procedures identified in the risk register Are being properly implemented, managed and used in all overseas offices, in emergency programs and by our operational partners.

9. *Help Age is funded by a large number of donors and there is often a requirement for an External audit of specific programs.*
10. *The internal auditor will take the associated risks into account when recommending the annual internal audit plan.*
11. *Given the knowledge obtained through the audit work the post holder will also expected to make major contribution to the development*
12. *of staff, partner organizations through input into improving existing and new policies and procedures and training.*
13. *The post is the focal point for the anti-fraud and bribery policies.*
14. *Extensive travelling will be required to undertake this role; around 12 – 18 weeks per year*

JOB ACTIVITIES

Risk Management: -

- 1) *Working primarily through Directors and Senior Managers, ensure that a major review*
- 2) *of Help Age's risk map is undertaken at least twice a year.*
- 3) *Ensure that risk register is properly maintained and COO present outcome of the risk*
- 4) *register to the Finance and Audit Committee as well as to the full board.*
- 5) *Ensuring that risk register structure is updated to make sure feedback from directors*
- 6) *and trustees is taken into consideration and they are made aware of any changes and*
- 7) *consider major risk areas in relation to Help Age's operational and strategic*
- 8) *Management.*
- 9) *Develop an assessment framework that brings together the assurance activities of*
- 10) *Help Age where they relate to the risk register and report against this to Finance &*
- 11) *Audit Committee in the form of a functional audit.*
- 12) *Support program staff and liaise with donors (e.g. Age International / DEC) where*
- 13) *Risk maps are required for specific programs.*

Internal audit:-

- 1) *Present an annual internal audit plan by reference to the risk management frame work to the Finance & Audit Committee for their approval.*
- 2) *Develop and maintain the Internal Audit Procedures to ensure that best practice is taken account of and that the audits address specific areas of risk management Undertake the approved internal audit plan in line with agreed procedures liaising with the Relevant Help Age or Partner staff.*
- 3) *At the conclusion of audit visits to provide a full briefing to the relevant Regional and Country Director or partner organization ensuring that their comments are recorded as part of the review.*
- 4) *Agree action plan necessary to implement the audit recommendations with the Regional, Country Directors or the director of relevant department.*
- 5) *Present the audit report to the Directors, highlighting any areas of concern and the resultant action plan.*
- 5) *Monitor the implementation of any recommendations.*
- 6) *Identify common features across audits and organization-wide issues, proposing appropriate systems improvements.*
- 7) *Report to the Finance and Audit Committee ensuring that the Trustees are aware of the key findings and the actions being taken to resolve any areas of concern.*
- 8) *Report to Age International on the result of internal audit work under the joint agreement.*

Donor Audits:-

- 1) *Advise on and agree terms of reference for audits to meet donor specifications Anti-Fraud and Bribery Policy*
- 2) *Review and update the Anti-Fraud and bribery Policy as appropriate, ensuring that*
- 3) *Help Age staff are aware of the policy and trained in how to use it*
- 4) *Maintain the fraud and bribery register, provide advice on Fraud Policy and give*
- 5) *support in event of suspected fraud, carrying out investigation as required. And*
- 6) *ensure appropriate authorities are reported of any incident in accordance to statutory Requirements.*
- 7) *Keep abreast of legal and donor-related developments associated with the EGY Bribery Act.*

Group Accounting Manager For (2Go - Egypt Express Cargo , Delivery Service)

Duration From 1/8/2020 Up To 01/3/2021

Key Result Areas:

- ❖ *Plan, implement and oversee overall accounting strategy Oversee accounting daily operations*
- ❖ *Take responsibility for accounts payable/receivable, cash receipts, general ledger, payroll and utilities, treasury, budgeting, cash forecasting, revenue and expenditure variance*

analysis, capital assets reconciliations, trust account statement reconciliations, check runs, fixed asset activity, debt activity etc.

- ❖ Monitor and analyses accounting data Set up and monitor accounting KPIs
- ❖ Regularly produce financial reports or statements
- ❖ Adhere to proper accounting methods, policies and principles encourage other employees to adhere to standards
- ❖ Recruit and hire new employees Train new employees
- ❖ Perform and oversee annual audits Provide recommendations

ERP System - Financial Consultant in Egypt (Freelancer) Duration From 01/01/2020 Up To 01/6/2020

Key Result Areas:

- o *Preparing the necessary plans for the transition from the old accounting system to ERP system*
- o *Determine the company's requirements in terms of accounting according to size and nature of company activity*
- o *Make Implementation and training for the employees on the new system*

Other tasks: -

- o *Review financial reports*
- o *Preparing financial statements and reports*
- o *Supervising the financial flows and financial instruments used*
- o *Provide financial advice to clients who make financial decisions based on it*
- o *Comprehensive assessment of current financial plans and future plans and goals*

Group Accounting Manager /from 01 Dec 2018 up to 15/10/2019 with Alsowedi - Group Companies Qatar

(Sway Trading , Thrive Digital Solutions , 2 Go Delivery and services , Shahbandar , lugimat café)

Key Result Areas:

- ┘ *Plan, implement and oversee overall accounting strategy*
- ┘ *Oversee accounting daily operations*
- ┘ *Take responsibility for accounts payable/receivable, cash receipts, general ledger, payroll and utilities, treasury, budgeting, cash forecasting, revenue and expenditure variance analysis, capital assets reconciliations, trust account statement reconciliations, check runs, fixed asset activity, debt activity etc*
- ┘ *Monitor and analyses accounting data*
- ┘ *Set up and monitor accounting KPIs*
- ┘ *Regularly produce financial reports or state*
- ┘ *Adhere to proper accounting methods, policies and principles encourage other employees to adhere to standards Recruit and hire new employees*
- ┘ *Train new employees*
- ┘ *Perform and oversee annual audits*
- ┘ *Provide recommendations*
- ┘ *Meet financial accounting objectives*
- ┘ *Prepare and present KPIs to stakeholders*

Other Responsibilities:

- ┘ *Develop and implement HR strategies and initiatives aligned with the overall business strategy*
- ┘ *Bridge management and employee relations by addressing demands, grievances or other issues*
- ┘ *Manage the recruitment and selection process.*
- ┘ *Support current and future business needs through the development, engagement, motivation and preservation of human capital*
- ┘ *Develop and monitor overall HR strategies, systems, tactics and procedures across the organization*
- ┘ *Nurture a positive working environment*
- ┘ *Oversee and manage a performance appraisal system that drives high performance*
- ┘ *Maintain pay plan and benefits program*
- ┘ *Assess training needs to apply and monitor training programs*
- ┘ *Report to management and provide decision support through HR metrics*
- ┘ *Ensure legal compliance throughout human resource management*

"Since Jul'2012 with Ezdan Holding Group until Oct 2018, Qatar"

Growth Path:

Jul'2012 –Oct'2012 as Internal Budget Controller - supervisor

Nov'2012 – Jun'2014as Supervisor. Financial Analyst – Financial Control

SectionJul'2014 –Jun'2017 as MANAGER - Accounts Payable

Department SinceJul'17as of Oct2018: Manager -Cost&Budget Analyst.

Key Result Areas:

- ☐ *Preparing short term/ long term budgets and designing business plans/ strategies for maximizing profitability & revenue generation & realize corporate goals*
- ☐ *Formulating budgets and conducting variance analysis to determine difference between projected & actual results and implementing corrective actions*
- ☐ *Heading finance & commercial functions involving determining financial objectives, designing & implementing systems, policies & procedures to facilitate internal financial and process controls & cost management for Construction Project*
- ☐ *Handling the complete planning& management activities for ensuring completion of internal, statutory and external audit s with in time and cost budget*
 - ☐ *Supervising the preparation of MIS reports and analyzing the same to provide feedback to the top management on business performance, viz. monthly turn over, profitability, turnover & quarterly group comparison, etc.*
- ☐ *Monitoring and tracking all vendors and client invoices to ensure the value for VAT return*
- ☐ *Maintaining documents for the designs and test plans, handling the design & development of reports and forms*
- ☐ *Managing entire ERP project operations with a view to achieve business objectives and ensuring optimum utilization of available resources, which includes both ends to end implementation and process support*
- ☐ *Understanding business processes, studying and analyzing workflow to design solutions (As-Is, To-Be and Solution/Freezing), also preparing requirement & testing documents and conducting GAP analysis*
- ☐ *Account able for the preparation of Quarterly and Annual Results of Consolidated Accounts as well as Corporate Expenses MIS (Company MIS and Budgeting)*
- ☐ *Handling the following:*
 - Control and manage (through the purchase orders) the Group's and its subsidiaries CAPEX, OPEX and G&A budget, update adjustments (with approvals from CFO/CEO/BOD) to the budget, alert and suggest cost savings*
 - ☐ *Control of the movement for stock items (fast, slow, Not move), and comparing this movement with AX system, Make monthly*
 - ☐ *Comparing for actual (ERE) stock balance with the book balance.*
 - ☐ *To review the budget limit (EHG/EM/EH) for the Contracts/Internal Memo/Tendering Decisions from procurement/tender department.*
 - ☐ *Review the purchase order (PO) in the system for Edan Holding Group, Edan Mall, Ezdan Real-estate & Ezdan Hotel and to ensure their availability of the budget for each category*
 - ☐ *Reconcile the accounts in trial balance with old ERP system during implementation of Dynamic-AX Microsoft ERP system*
 - ☐ *Monitoring the warehouse team, review regularly reports from all warehouse section.*

Previous Working Experience:

Company Name: Ezdan Holding Group (Qatar) Previous

Position: Accounts Payable Manager.

Responsibility & Duties: -

- *Maintaining the register of all Ezdan Holding Group Investment Property (IP), regularly updating the master sheet, coordinate with the auditor for any findings.*
- *To have good control over the warehouses of Ezdan Holding Group, maintaining the reconciliation sheet, analyze any difference and leading physical inventory count.*
- *To coordinate with the treasury department for calculation of finance cost capitalize on ongoing project development,*
- *Maintain petty cash accounts and log all outgoing disbursements for Ezdan Holding Group and its Subsidiaries'.*
- *Monitor all vendor payment agreements to find discounts that can be used to reduce invoice amounts reconcile and match it with contract terms and conditions.*
- *Keep track of credits owed to the company and ensure all credits are properly applied to vendor payments*
- *Reconcile payable reports each month to confirm that all amounts paid were accurate*

Previous Working Experience:

Company Name: Ezdan Holding Group (Qatar)

Previous Position: Financial Analyst manager – Financial Control Section

Duration: From 1st Nov'2012 to 30th June 2014.

Responsibility & Duties: -

- Key Player in preparation of Ezdan Hotel financial statement and its subsidiaries in accordance with the applicable accounting standards, to perform timely record of loan amortization schedule.
- To perform various reporting analysis on the financial statement analysis including but not limited such as comparative analysis, financial ratio analysis, financial and non-financial indicators.
- As budgetary member, to prepare and allocate the budget with all departments and ensure the preparation of quarterly budget VS Actual report.
- To coordinate with the external/internal auditor in regard to finding issue, resolve any discrepancy, key member in communicating with top management for such issue.
- To coordinate with the internal audit department for implementation of Standard of Procedure (SOP), to provide recommendation in various business operations area are such as purchasing cycle, receivable cycle.

Previous Working Experience:

Company Name: Ezdan Holding Group (Qatar) Previous Position: Internal Budget Controller

"supervisor

"Duration: From 1st July 2012 to 31st Oct 2012.

Responsibility & Duties: -

- Perform as flow forecasting, budgeting and working closely with the operations and project team sin analyzing margins, variances and cost analysis.
- To review regularly the trial balance, recondition statement for all accounts, to adjust the trial balance for closing purpose, obtain approval from CFO for material adjustment.
- To keep update the borrowing and loan repayment schedule on timely basis, coordinate with bank representative for loan amortization and profit calculation.

Previous Working Experience:

Company Name: Al Rayyan TV channel Qatar (Qatar)

Previous Position: External Audit (Qatar Accounting Office (Chartered Accountants)

Duration: From 1st Feb 2012 to 30th June 2012

Responsibility & Duties: -

- To provide recommendation on handling various accounting treatment and adjustment for separation of Al Rayyan TV subsidiaries from government relation and oversee accounting entries to comply with the international financial reporting standards (IFRS).
- To provide regular guidance for accounting section in regard to various finance department, such as payroll, receivable and payable cycle.
- To assist in implementation of new full accounting cycle.

Previous Working Experience:

Company Name: Al-Jawdah Industrial Complex (Saudi Arabia)

Previous Position: Chief Accountant.

Duration: From 20 st July 2008 to 30th November 2011.

Responsibility & Duties: -

- Handle full spectrum of financial and cost accounting role e.g. AR, AP, GL, forecasting, budgeting and fulfilling the requirement for bank letter of credit
- Responsible for day-to-day finance and accounts operations
- Perform full set of accounts and ensure timely closing of accounts.

- Perform project cost forecasts/budgets, cost tracking, monitoring and controls.
- Responsible for timely monthly consolidated financial statements, payments, cash-flow management reporting for submission to Head of Finance and coordinate with external auditor for any issues arise.
- Key Member in the production line, preparing the monthly Material Production Cost (MBC), to allocate the production cost for each production line.
- Ensure that spending is recorded accurately in the books. Invoices are coded to the correct Nominal/Cost Centre and Project. This will ensure that variances generated are a true reflection of current financial position. Provide guidance to the business of the coding structure.
- Provide support during the annual audit process by working with the auditors to answer queries and provide analysis as required in a timely manner

Previous Working Experience:

WORK place :University of Benha (Egypt) Previous Position: HR Specialist– Finance

Duration: 28 th Feb 2006 up to 30th June 2008.

Responsibility & Duties: -

- Prepare reconciliation for payroll cycle for the staff and labor, prepare the monthly report, reconcile with pension & tax authorities.
- Implemented systematic work flow for the HR Manual cycle includes ensure spay check share correct and delivered on time, calculate salary and overtime and update new hires and terminations in payroll system.
- Prepares and analyzes periodic payroll reports, payroll schedules, and payroll related journal entries using established policies, procedures, and guidelines on a timely manner.
- Ensuring new hire paperwork is completed and processed.
- Overseeing hiring process, which includes coordinating job posts, reviewing resumes, and performing reference checks

Other Previous Working Experience: -

- Accountant (6 Months)
 - Company Name: Arizona Company (Sharm el sheikh – Egypt)
 - Manager of Family Business (3 Years)
 - Company Name: AL- Dawliya Company (Egypt)
 - Auditor Internship Position (7 Months) Audit Firm: Osama Auditing firm.
 - University Internship (3 Months) In Company Name: El Rehab Trading Co.

Skills

- Pleasant personality
- Reliable and ethical
- Proficient in Microsoft word, excel and power point and accounting systems.
- Very good in English both written and spoken.
- Fluent in Arabic both written and spoken.

HIGHLIGHTS

- September 2016 IFRS 9 updates Annual course, Ernst & Young (EY-Qatar) Value Added Tax briefing (VAT) in Gulf Countries Region (GCC) Appreciation letter from Al Rayyan TV channel Qatar (Qatar)
- Scala Software training for three (3) Months
- Key Member in understanding there porting standards affects (IFRS&GAAP) and preparing the consolidated group financial statement Attended several courses for recent financial reporting standards (IFRS) such as IFRS 9, IFRS16 and budgeting courses.

CERTIFICATIONS

- Preparing for Certified Internal Auditor (CIA) in process

MEMBERSHIP

- Member in Scientific Accounting Association (Qatar University)

IT SKILLS

- ☐ SAP - ERP System
- ☐ Oynixy Pro ERP System
- ☐ Dynamic Microsoft Dynamic ERP System
- ☐ Crystal View system
- ☐ Pioneer Account, Opera
- ☐ Scala software
- ☐ Comsys software
- ☐ SUN system
- ☐ IFRS & GAAP

KPIS

- ☐ *Key Member in financial control section*
- ☐ Key Member in extracting & interpreting the management report
- ☐ Key Member in responding to external and internal auditors' findings
- ☐ Key Member in communicating with the bank's representatives
- ☐ Controlling and maintaining all the purchase order (PO) of the group & subsidiaries.
- ☐ Key Member in understanding the reporting standards affects (IFRS & GAAP)
- ☐ Key Member in preparing the consolidated group financial statement.
- ☐ Attended several courses for recent financial reporting standards (IFRS) such as IFRS 9, IFRS16 and budgeting courses.

Qualification

Bachelor of Commerce : (Majoring in Accounting)

Name of Institution : Benha University

Current Position CFO- Chief financial officer .

Employer : Raw Materials Co. For Edible Ind. S.A.E. (Bake Land Egypt)

Department finance Department.

PERSONAL DETAILS

Total Post-graduation experience: +19 Years.

Marital Status: Married Identity

Nationality: Egyptian

Date of Birth: 1984

Cell phone No: +2 010 27 69 1789 & 012 830 56 556

Address (Home): Egypt –Cairo .

Experience countries: **Egypt & Saudi Arabia & Qatar.**