

# Toufic Haddad

## Senior Financial Controller

Senior business professional with over 15 years of experience in banking and construction industries. Willing to take on a senior leadership position to excel in today's dynamic and globalized business environment.

### Work History

2015-02 -  
2023-07

#### Senior Financial Controller

*Almabani General Contractors, Jeddah*

- Undertaking all aspects of financial management and corporate accounting including Billing , A/R, A/P, G/L and revenue recognition of several large and Mega-size projects.
- Providing treasury and cash management by overseeing reconciliation of daily banking activity to check for discrepancies.
- Reviewing and updating bank credit facilities for all assigned projects looking for cost reduction opportunities.
- Ensuring all financial transactions are properly recorded, filed, and reported.
- Working closely with internal and external parties to ensure quality control over financial transactions and financial reporting.
- Examining all financial reports and data closely to check for discrepancies.
- Maintaining strong and positive relationship with all related parties collaboratively to reach synergy.
- Managing and training 3 newly joined co-workers providing coaching and professional development.
- Assisting and supporting year-end close processes with our internal and external auditors ensuring compliance of financial statements according to IFRS.

2010-11 -  
2015-01

#### Global Trade and Receivable Finance Officer

*HSBC, Beirut, Lebanon*

- Managed over 20 Trade and Supply Chain customers with in local & international trade business
- Processed all types of Documentary Credits and

### Contact

#### Address

31000, Toulouse France

#### Phone

+33 0789 261542

#### E-mail

Toufic-haddad@live.com

### Skills

Financial and internal control management

Communication skills

Project management skills

Analytical and observational skills

Leadership, team management and mentoring

### Languages

Arabic

●●●●●  
Advanced

English

●●●●●  
Advanced

French

●●●●●  
Intermediate

relevant amendments

- Ensured compliance with group policies on compliance and money laundering
- Coordinated with clients to ensure their trade finance operations are met properly
- Increased existing business volume by maintaining good relationship with staff & customers to optimize efficiency.
- Maintained energy and enthusiasm in fast-paced environment.
- Provided training and professional development to 4 summer interns overseeing their growth exposure.

2007-10 -  
2010-11

**Bank Teller**

*HSBC Bank Me Ltd , Beirut, Lebanon*

- Processed daily corporate and retail customer transactions , including deposits , withdrawals, money transfers, loan payments and checks issuance.
- Accurately maintained records of each transactions ensuring all documentations are within compliance.
- Assisted customers with setting up or closing accounts, completing loan applications and signing up for new services
- Sold and cross-sold bank products to new and existing customers increasing referral fees by 10%.
- Reconciled cash drawer and resolved discrepancies.
- Built and strengthened customer relationships by leveraging excellent interpersonal and communication skills.

**Education**

---

2023-09 -  
2024-09

**Master of Science: International Business**

*TBS Education - Toulouse, France*

2003-09 -  
2007-07

**BBA: Finance**

*Holy Spirit University of Kaslik -USEK - Lebanon*

**Additional Information**

---

- Attended a four-day course in Finance of international trade.
- Remunerated HSBC Shukran award for being customer driven.

- Honored an HSBC Service quality award for providing outstanding service beyond customer expectations.
- Certificate in Lebanese Regulations, a requirement from the Central Bank.
- Certificate of achievement from ICC(international chamber of commerce)