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### Personal Data:

Name: Sherif Ahmed Mohamed Ismail Khroub.

Nationality: Egyptian.

Date of Birth: 10/10/1975

Religion: Muslim.

**Address:** 14 street no.21– Wadi Hof (11594) –Helwan, Cairo, Egypt.

Id number:1600092Passport number:A00178590Military service:Exempted.Marital status:Married.

Occupation: Accounting & Finance Career. Home phone: +2 02 23739043 - 23706229

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## Objectives:

Looking for an Aspiration Company which can take advantage of my skills and add other and new experiences to the ones already have.

## Career Summary

- Possess over 16 year's Egypt and Gulf experience in the field of accounts & finance and Audit experience with Trading and Manufacturing companies.
- Expertise in spearheading corporate and financial planning initiatives in Commercial Operation, Accounts & Finance & Auditing and Management Information Systems (MIS) etc.
   with Strong analytical skills.
- Expertise in designing and implementing systems to achieve financial discipline and improve the overall efficiency of the organization.
- Good relationship management & negotiation skills in liaising with Banks, other financial institutions and various regulatory authorities.
- Exposure in working in Organizations with multi branches and group companies under tight deadlines and meeting the targets.
- Familiar with the accounting software package Especially ERP for general ledger, sales system, purchasing system, inventory, accounts receivable, accounts payable, Fixed Assets etc.

## Core Competencies:

- Determining financial objectives, designing & implementing systems, policies & procedures to facilitate internal financial control.
- Preparing Annual Budget and forecasting trends.
- Developing reports for top management summarizing the business financial position in areas of income, expenses, capital usage and cash flows, and coordinate the preparation of strategic plans, budgets and financial forecast.
- Developing and updating accounting, finance and management policies and procedures
- Effective Cash Flow Management
- Monitoring budgets and comparing them with actual cost and revenues related to Purchasing, production, sales, administration and capital.
- Coordinate the preparation of Financial Statements, Financial Reports for internal usage.
- Getting control accounts reconciled and sorting out the discrepancies.
- Liaison with business related organizations such as Banks, Government Regulatory Institutions Etc.
- Proven leadership and human management skills, implementing training courses for new recruits

## Qualifications:

**Bachelor degree:** BSC. Of Commerce (Accounting & Auditing Section),

Faculty of Commerce, Tanta University, Egypt.

**Grade:** Good.

**Date of graduate:** May -1997.

**Under graduating:** In higher studies Professional diploma in Financial & Costing Accounting

Faculty of Commerce, Cairo University - Egypt.

**Preparing To:** 

o CMA (Certificate of Management Accountant).

Microsoft Dynamic Axapta (AX) ERP E, Business Suite

(Financial Modules).

## Professional Development and Training courses:

- Effective manager and developing strategic, leadership skills to avoid common managerial mistakes
  - Institute: Harvard Britain College Future Training Academy. Cairo Egypt. 2013
- The Managerial decisions-making and corporate profitability
  - Institute: Harvard Britain College Future Training Academy. Cairo Egypt. 2013
- The actual cost systems and the cost structures concept
  - Institute: Harvard Britain College Future Training Academy. Cairo Egypt. 2013
- Measurement strategies and the development of the financial performance and Budget preparation
  - Institute: Harvard Britain College Future Training Academy. Cairo Egypt. 2013
- <u>Effective communication skills.</u>
  - Institute: ASIIG. Jeddah KSA. 2013
- Self-confidence and a combination of the human mind and abilities
  - Institute: ASIIG. Jeddah KSA. 2012
- ☐ <u>Improving personal productivity</u>
  - Institute: ASIIG. Jeddah KSA. 2012
- ☐ Strategic planning process
  - Institute: ASIC. Jeddah KSA. 2011
- ☐ ICDL (International Computer Driving License) U.N No. EGY000150754
  - Institute: Misr Learn For Professional Training, Cairo Egypt. 2007
- ☐ Internal auditing & financial control.
  - Institute: Management association for training & research. Cairo Egypt. 2003
- ☐ Income tax & sales tax.
  - Institute: The Arab Management Association. Cairo -Egypt. 2002
- Financial coding system modifications
  - Institute: Tiba Academy. Cairo Egypt. 2002

### Auditing & international standards and their applications

Institute: Primes information systems. Cairo - Egypt. - 2001

#### <u>IELTS Sys. - Intermediate - English Language</u>

Institute: British Council. Cairo - Egypt. - 2001

### English language (several levels)

■ Institute: British Council. Cairo - Egypt. - 2000

#### (a) Contracts and projects, construction management

■ Institute: The Arabian center for research and management, Cairo – Egypt. - 1999

#### Word - Microsoft Office (Computer Sciences)

■ Institute: Information & Documentation Center, Tanta Univ., Tanta – Egypt. - 1996

#### Access - Microsoft Office (Computer Sciences)

• Institute: Training Center of Computer Science and Information Technology, Tanta - Egypt- 1996

#### **Excel - Microsoft Office (Computer Sciences)**

• Institute: Training Center of Computer Science and Information Technology, Tanta - Egypt- 1996

#### Windows Operating Sys. (Computer Sciences)

■ Institute: Selsela for Computer & Languages Services, Tanta – Egypt. - 1995

#### ☐ Introduction to computer science & DOS & DBase 3 Plus (Computer Sciences)

■ Institute: Sadat Academy for Management Sciences, Tanta - Egypt. - 1995

## Areas of Expertise:

### • Manufacturing, trading, Constructions, Retailing firms.

- ✓ Finalization of accounts/MIS/Group consolidation
- ✓ Analytical write ups on business volumes, growth, areas of penetration, measures of productivity and business enablers.
- ✓ Financial and Investment Analysis
- ✓ Budgeting and Due Diligence
- ✓ KPI setting-up, Import export & LC facilities
- ✓ Financial Modelling
- ✓ Financial Planning and Analysis (FP&A) roll for the group
- ✓ Intercompany Matrix
  (Comparison between intra units)
- ✓ Cost centers control band cost savings
- ✓ Coordinating with commercial managers and providing information for their decision making process. I.e. Daily MIS reports, aging report, Trend report,

- Bench mark report and cost center wise results report.
- ✓ Treasury Management.
- ✓ Cash/fund flow management
- ✓ Managing Finance Dept.
- ✓ Knowledge of multi accounting software systems especially ERP.
- ✓ Liaison with banks
- ✓ Payroll Management
- ✓ Monitoring overseas operations
- ✓ Setting-up internal control systems and procedures
- ✓ Good understanding in logistic system and procedures.
- ✓ Financial analysis for the project and feasibility study report with challenging numbers to the commercials and project managers.

### Current Work:

**Position Title:** *Group Finance Manger* 

Co. Name: \*\*\*\* , Jeddah – Saudi Arabia.

Co. Field: Multi Industrial Investments Group

**Work Period:** 4/2011 Up to Now

### Employment History:

**Position Title:** Group Accounts Manager.

**Co. Name:** Nidam El, Bina'a Est. Riyadh – Saudi Arabia.

Co. Field: Manufacturing - Material & Scrap steel Recycling & Company.

**Work Period:** 7/2008 till 12/2010.

**Position Title:** *Chief Accountant.* 

Co. Name: Data Management Systems DMS. Cairo - Egypt

**Co. Field:** Software House & Database, Business Solutions Consultants & Partners.

**Work Period:** 1/2007 till 6/2008.

**Position Title:** Senior Accountant & Cost Accountant.

Co. Name: Data Management Systems DMS. Cairo - Egypt

**Co. Field:** Software House & Database, Business Solutions Consultants & Partners.

**Work Period:** 1/2007 till 6/2008.

**Position Title:** *Cost Accountant & Internal Auditor.* 

Co. Name: General Company for Land Reclamation. Cairo - Egypt Co. Field: Constructions, Infra structure & Land Reclamation.

**Work Period:** 12/1998 till 6/2006

**Position Title:** Fin. Accountant & Receivables – Pay roll

Co. Name: Middle East for Technology Company. Cairo - Egypt Co. Field: Trading & Agent for documentary equipment's.

**Work Period:** 7/ 1997 till 11/1998

## Computer Skills:

**Operating Sys:** 

Dos. Windows.

MS Office:

Excel, word, Access, Power Point, Outlook, Internet apps.

① ICDL:

(International Computer Driving License-Vol. 5) - (U.N No.EGY000150754).

Accounting Database Modules Systems:

O ERP (IDMS, FMIS)

 $\bigcirc$  ERP (ASWAQ)

O Xceer Premium

O Peach Tree,

O DBase Ш

## Languages:

**Arabic:** Mother tongue.

**English:** fluent (Spoken and Written).

French: Fair

## Driving ability:

► Valid **Local - Saudi - International** license.

### General Skills:

- Quickly learn procedures and methods, can quickly learn new technologies.
- Skilled at organizing complex projects, defining priorities, and delegating tasks.
- Leadership, Energetic, Quick observer, Hard worker, Dynamic and able to learn.
- Ability to communicate effectively with upper management, customers, and stuff.
- Effectively manage, Analyze, and improved many different responsibilities.
- Managing teams, investment on people, motivating, learning, Smart Objectives
   And staff appraisals.
- Ability provide Advises by analytical reports and tools to guide upper management
   To take the proper decisions smoothly.
- Ability to work under stress.
- Good communication and interpersonal skills.

# Character Type:

• Myers-Briggs Type Indicator (MBTI): (ISTJ)

For more details please check the references.

# Hobbies:

- Widening Information in all fields specially Finance, strategic and Management skills, Self-Development, Computer, IT overall.
- Reading in any field and monitoring all Media types.
- Watching and playing lite sports.
- Listening to Classical and Slow Music.

# References:

All References and Transcripts will be provided upon request.