



## Anas hamed

**chief accountant**

at INTERNO

Location: Erbil, Iraq

Education : Bachelor's degree

### CONTACT

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Location: Erbil, Iraq

Name: Anas hamed

Mobile Phone: +964.7510570095

Address: 100 m street facing empire

Country: Erbil, Iraq

Email Address: [anasnh1988@gmail.com](mailto:anasnh1988@gmail.com)

LAST ACTIVITY: 2018-11-10

REF.: CV44255243

### TARGET JOB

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Target Job Title: Accountant/finance/banking

Target Job Location: Erbil, Iraq

Employment Type: Regular

Employment Status: Full time

Career Level: Mid Career

Notice Period: Immediately

Last Monthly Salary per full-time month of Employment USD 1,700

Expected Salary: \$2,000 - \$3,000

### PERSONAL INFORMATION

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Birth Date 16 October 1988 (Age: 30)

Gender Male

Nationality Syria

Number of Dependents

Driving License Issued From Syria

## EXPERIENCE (6 YEARS, 10 MONTHS)

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June 2018 - Present

### chief accountant

at INTERNO

**Location:** Erbil, Iraq , 100 m street italian village 1

**Company Industry:** Construction

**Job Role:** Accounting/Banking/Finance

- .Create project accounts in the accounting system
  - .Maintain project-related records, including contracts and change orders
  - .Authorize access to project accounts
  - .Authorize the transfer of expenses into and out of project-related accounts
  - .Review and approve supplier invoices related to a project
  - .Review and approve time sheets for work related to a project
  - .Review and approve overhead charges to be applied to a project
  - .Review account totals related to project assets and expenses
  - .Investigate project variances and submit variance reports to management
  - .Confer with receivables staff regarding unpaid contract billings
  - .Report on project profitability to management
  - .Report to management on any opportunities for additional billings
  - .Report to management regarding the remaining funding available for projects
  - .Create or approve all project-related billings to customers
  - .Investigate all project expenses not billed to customers
  - .Respond to requests for more detail from customers
  - .Approve the write-off of any project-related billings that cannot be billed to or collected from customers
  - .Close out project accounts upon project completion
  - .Compile information for internal and external auditors, as required
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April 2017 - Present

### chief accountant and purchasing manager

at Brand .company

**Location:** Erbil, Iraq , park view

**Company Industry:** Retail/Wholesale

**Job Role:** Accounting/Banking/Finance

- .Bookkeeping activities of the stores
  - Responsible of accounts payable process (cash & bank, supplier, contractor and customer account recording and collection/payment cycles),
  - Reconsolidation of GL accounts and monthly closing process,
  - Prepare financial statements (balance sheet, profit and loss, cash flow, etc.) and submit periodical management reports to Group Finance function,
  - Periodical bank, customer and supplier account reconciliations,
  - Payroll preparation, fixed asset register bookings,
  - Preparing all the periodical financial reports
  - ..Develop, lead and execute purchasing strategies
  - Track and report key functional metrics to reduce expenses and improve effectiveness
  - Partner with stakeholders to ensure clear requirements documentation
  - Forecast price and market trends to identify changes of balance in buyer-supplier power
  - Perform cost and scenario analysis, and benchmarking
  - Seek and partner with reliable vendors and suppliers
  - Determine quantity and timing of deliveries
  - Monitor and forecast upcoming levels of demand
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March 2015 - April 2017

## Chief accountant

at EYE CANDY beauty

**Location:** Erbil, Iraq , 100m street facing italian village

**Company Industry:** Support Services

**Job Role:** Accounting/Banking/Finance

- Ensuring accurate recording output in account;
  - Assisting in recruiting qualified personnel through assessing their capabilities;
  - Output of clean and accurate financial reports monthly, half-yearly and yearly;
  - Liaise with the auditors to produce qualified audited reports;
  - Ensure the current system of control being adhered to and recommend ways to improve it;
  - Monitoring all Vendor balances;
  - Making monthly entry adjustments;
  - Make sure the correct cost code charged;
  - Make sure the entry for the invoices done before over due date;
  - Make sure all invoices filed and kept in proper way;
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April 2014 - August 2015

## Accountant and stock manger

at ARISON

**Location:** Erbil, Iraq , DREAM CITY

**Company Industry:** Industrial

**Job Role:** Accounting/Banking/Finance

- Developing strategies for distributing appropriate accounting data;
  - Optimizing and benchmarking various portions of the company's activities as appropriate;
  - Periodic analysis and reporting of financial performance;
  - Review and update accounting codes;
  - Preparing cash flow forecasts to accommodate the growth strategy;
  - Formulate financial policies and plans to facilitate corporate stability and growth;
  - Provide monthly, quarterly and annual financial statements;
  - Assist in annual audit process;
  - Ensure financial transactions, policies, and procedures meet corporate objectives and regulatory body requirements
  - Inventory control and sending purchase orders
  - receiving required items and ensure their good storage sure
  - Warehouse inventory
  - Preparing delivery notes when outputting the goods
  - Organizing the card material and the movement of each item
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February 2011 - April 2013

## ACCOUNTANT

at FIRM

**Location:** Syria , SWIEDA

**Company Industry:** Industrial

**Job Role:** Accounting/Banking/Finance

- Account reconciliations and analysis
- Assist with consolidated financial statements
- Bank reconciliations
- Prepare reports and schedules
- Assist with forecast and budgeting
- Arrange for daily stores cash collection
- checking that financial reports and record are accurate and reliable
- examining company accounts and financial control systems
- liaising with managerial staff and presenting findings and recommendations
- ensuring procedures, policies, legislation and regulations are correctly followed

## EDUCATION

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September 2013

### **Bachelor's degree,**

at Damascus university

**Location:** Damascus, Syria

**Grade :** 72 out of 100

## SKILLS

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### **Accounting programs**

**Level:** (Expert) | **Experience:** 10 years or less | **Last Used:** 1 month or less

### **Microsoft Office**

**Level:** (Intermediate) | **Experience:** 5 years or less | **Last Used:** 1 month or less

### **Training Course of Employment Skill.**

**Level:** (Intermediate) | **Experience:** 1 year or less | **Last Used:** 1 year or less

## LANGUAGES

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### **Arabic**

**Level:** (Expert) | **Experience:** More than 10 years

### **English**

**Level:** (Intermediate) | **Experience:** 5 years or less

## REFERENCES

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### **Noor Azizz**

**Job Title:** CEO & OWNER

**Company Name:** INTERNO

**Phone Number:** +964.7507061227

**Email Address:** [info@internogroup.com](mailto:info@internogroup.com)

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### **wassim merabi**

**Job Title:** general manger

**Company Name:** eye candy beauty center

**Phone Number:** +971.552111735

**Email Address:** [wassim@eyecandy-iq.com](mailto:wassim@eyecandy-iq.com)

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### **Ashraf fayad**

**Job Title:** executive director

**Company Name:** FIRM

**Phone Number:** +963.955699877

**Email Address:**

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### **Nariman Nader**

**Job Title:** general manger and owner

**Company Name:** Brand

**Phone Number:** +964.7504463532

**Email Address:** [Nariman@brandiraq.com](mailto:Nariman@brandiraq.com)

