

***Muslim Rashid Abbas***

***Senior Financial Manager***

***Personnel Data:***

* *Nationality: Iraqi*
* *Mobile: +964 7816988645*
* *Languages: English, Arabic*
* *E-mail: muslimnaji@yahoo.com*
* [Muslimnaji1@gmail.com](mailto:Muslimnaji1@gmail.com)
* *cc* ***orfanalhassani@yahoo.comTel:+971506967476***

***Academic Qualifications:***

* ***Bach Degree in Accountancy/Baghdad University-College of Administration & Economic for the Year 1978/1979***

* ***Member of Union of Iraqi Accountants & Auditors since 1983.***
* **Hold the certificate of office the Organization of Accounts from Union of Iraqi Accountants & Auditors (2005 to present).**

***Training Courses:***

|  |  |
| --- | --- |
| ***Company*** | ***Subject*** |
| *Board of Supreme Auditing-Baghdad, Iraq* | *Financial Controller* |
| *Central Bank of Iraq/ Studies Centre,*  *Financial analysis* | *Financial Analysis for Banks Balance Sheets.* |
| *Babylon Institute for information* | *Windows*  *Word*  *Advanced Excel, Internet* |

***Experiences:***

1. **Jurmat Group for General Contracting Ltd. Baghdad, Iraq**

Senior Finance Manager (March 1 2018- present).

***2 -Zsco Group for Automobile's trade Ltd*** . Baghdad, Iraq

***Senior Audit Manager,(Aug 16 201628/2/2018).***

***3-Dar al Ilm/Al Khooee Organization/An Najaf City.***

Financial Manager (Jan 1 2015—15/8/2016).

Duties:

1. Ensure all working procedures comply with company's policy and financial laws.
2. Enhance the operations of the company through financial procedures and communications of the financial position of the organization.
3. Establish a budgeting process to enhance the financial position of the organization.
4. Ensure the delegated activities , responsibilities , authorities and accountabilities of all direct reports are defined , understood and monitored.
5. Deal with related disciplinary issues as they arise.
6. Ensure all deadlines are met by the department.
7. Ensure internal communication links are maintained.
8. Audit and approve all accounting entries according to the International regulations and Iraqi law.
9. Identify and recommend changes, new procedures and techniques to eliminate weaknesses in practices and procedures or operations from stand point of control and prevention.
10. Analyze financial rules and regulations, and apply them when preparing the annual budget.
11. Develop the yearly budget and financial ratios according to Company's strategies and goals.
12. Follow up the cost control.
13. Follow up on all company's due payments to ensure adherence to deadlines.
14. Follow up daily deliverables provided by accountants.
15. Develop internal systems and procedures to facilitate work flow and information.
16. Follow up on all Bank reconciliation reports on a monthly basis.
17. Prepare and develop a quarterly report regarding department s financial performance.
18. Process monthly employees' salaries and prepare bank transfers.
19. Monitor annual Stock Count.
20. Coordinate with auditors for preparation of the balance sheet.

***4-AKG Engineering Constructions & Trades Group/Baghdad.***

***Internal Audit Dept. Manager (1-3-2013- Nov 30 2014)..***

*5-* ***Najaf Investment Commission***

*Financial Consultant (2008-2012).*

***6-Vinsan Veziroglu for Trades & Contractors Ltd: Baghdad, Finance Manager, Finance Manager (2005-2008).***

***7-Al Warkaa Bank for Investment, Baghdad.***

***Senior Financial Accountant. (2000-2004).***

***8-Um Qasser for Industrial & Contractors. Baghdad.***

***Accounts Manager (1989-2000).***

* *Contractors a/cs.*
* *Daily payments & journal entries, receipts.*
* *Bank Reconciliations.*
* *Trial Balances, Balance Sheet & Financial Statements.*  *Sub Tax & Social Security's bills,*  *Social Security a/cs.*
* *Financial Analyst.*

***9-Board of Supreme Audit. Baghdad .Iraq.***

* ***Financial Controller, 1983-1989.***

***Personnel Skills:***

* *Leadership administrative.*
* *Al Ameen Computer Program for Accounting & Inventory.*
* *Oracle Computer Program for Accounting System.*
* *Executive field work.*
* *Good experience in negotiation with companies*  *Expert in Feasibility Studies for Investment projects.*

*.*