

Contact Details

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Jordanian

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4 1977-05-25

Skills



% Links

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∰ Graduation date 6/1999

Experience



Preparing financial reports.

Analysing financial data.

Monitoring internal controls.

Overseeing and preparing income statements.

Participating in budgeting processes.

Managing financial transactions.

Streamlining accounting functions and operations.

Developing plans for financial growth.

Evaluating and managing risk.

Coordinating audit processes.



Prepared and submitted monthly management accounts in a timely manner

Checked the general ledger for errors and performed reconciliations

Prepared the necessary weekly and monthly documents, including payroll, annual returns,

and group tax certificates

Prepared reports which provided a summary of the forecast

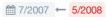
company business activity and financial position, and accomplished

returns under strict deadlines

Calculated accurately the depreciation rates to apply to capital assets

Supervised all Finance & Administration Department employees and

was responsible for the divisions overall management, coordination, and assessment



Handled the tasks of managing financial accounting

Responsible for analyzing market trends and competitors

Played major role in providing and interpreting financial information

Handled the tasks of equity research and debt financing Formulated long term and strategic business plans Produced accurate financial plans meeting deadlines Developed long term relationships with bankers, auditors, solicitors and inland revenues

Hired and trained staff for finance department



Develop the food industry and the costs of the product professionally Dealing with the development and maintenance of accounting spreadsheets in the finance function

Responsible for financial and administrative reporting

Play the role of financial advisory for business units

Current tax matters and audits



Perform financial analysis and reporting to management as needed.

Perform month-end accounting activities such as reconciliations and journal entries.

Coordinate with finance team to complete assigned accounting tasks within deadlines.

Evaluate computerized accounting systems and provide recommendations to IT team for performance improvements.

Generate financial reports and statements to Managers for review.

Analyze financial discrepancies and recommend effective resolutions.

Monitor expenditures, analyze revenues and determine budget variances and report the same to management.

Respond to accounting inquiries from management in a timely fashion.

Provide guidance to other Accountants when needed.

Assist in budget preparation and expense management activities for assigned accounts.

Assist in auditing activities by providing necessary information and preparing requested documentations.

Monitor and record financial transactions according to company policies and regulations.

★ Achievements



Contribute to the development of Microsoft software

How to process the calculation of the distribution of newspapers

, magazines, books, printing, collection method and the work

of checks for suppliers and calculations settlements with customers

Bank reconciliations in a professional manner

Adjustments with suppliers

Consumers

Rights of owners and shareholders



Establishment of accounts and development of new plant mechanisms in the way of receipt and delivery of food

The method of calculating the distribution expenses

on the supermarket

And calculate commissions

Reviewing checks and introducing

a new accounting program in line with 2002

1/2006

Establish a new factory

And work a new innovative way in marketing food products from

Through modern programs and the establishment of new

production lines increase the quality of the product

And reduce industrial costs

Development of food distribution operations through GPS tracking

Make modern invoices directly from the warehouse

Create a professional method in the annual inventory

through the special code of the product

12/2011

Achievements Develop action plans and reduce costs

Through the work of modern programs and mechanisms as a new development offer accounting programs keep pace with the times



Languages

Arabic Native

English Advanced