



Younis Khalil

Abidjan – Ivory Coast

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Finance Manager

A high calibre Accounting professional seeking a position as a Senior Accounting Executive In a company that has vision for growth and advancement. I have extensive years of experience and knowledge at senior capacities, which I believe would be an asset to an organization that aims for progress. In the long term, I aim to reach my full potential and further my growth with your team that will factor in the firm's advancement.

Profile Synopsis:

- Versatile and highly competent **Finance & Accounting Professional** offering over **18 years** experience within the Finance and Accounting Profession.
- Possessing an in-depth knowledge in **Finance, Accounting, Budgeting and Risk Management**
- Providing **efficient & effective solutions in order to increase the productivity & profitability of the organization**
- Gained excellence in **communicating and fortifying relationships** with clients, financial institutes, auditors, legal entities, banks and service providers
- Recognized for hands on experience in **analyzing the business performance, drafting financial reports and adopting appropriate measures to minimize risks**
- Efficient in **implementing financial strategies**, adept at **monitoring and evaluating financial information systems** and enhancing the performance by **leading and motivating the Accounting and Credit Control Departments**
- **An excellent communicator** with ability to work under pressure in a fast-paced, time sensitive environment
- Proven ability to interact effectively with people of diverse nationalities and comfortable working in a multi-cultural set-up

Core Competencies:

Financial Accounting ~ Islamic Accounting ~ Client Relationship Management ~ Multi-Tasking ~ Strategic Planning ~ Statutory Compliance ~ Operations Management ~ Business Continuity Planning ~ Resources' & Funds planning and Management ~ Process Improvements ~ Variance Analysis ~ Budgeting ~ Banking Finance ~ Decision Making ~ Team Management ~ Accounting ~ Risk Management ~ Financial Ratio Analysis ~ Financial Reporting (MIS)

Special Mention:

- Managed to negotiate and get approvals on bank facilities to finance the operations.
- Efficiently managed to reduce costs by 10 % for 3 consecutive years.
- Efficiently implemented ISO9001 quality standards & procedures and new version of ERP/CRM software
- Successfully investigated fraud, managed discounts & rebates from suppliers and prevented loss.
- Effectively reconciled suppliers and customers accounts with back date effect of 6 years and resolved many errors; saved the company from losing key clients, which required working 7 days a week for almost 6 months
- Successfully headed and managed 5 different departments comprising **Finance, HR, IT, Shipping Logistics, and Administration** simultaneously irrespective of different job responsibilities.

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Key Deliverables across Career Span:

- Developing and maintaining process standards and communicating policies with internal departments and external suppliers
- Managing accounts payable, accounts receivable and payroll to ensure accuracy, and smooth cash management.
- Implementing measures to minimize financial risk and closely monitoring the process in the operations department in order to prevent deceits
- Implementing corporate standards and regulations in compliance with the ISO Quality Audit Standards
- Organizing performance indicators of the departments and contributing to medium and long term business planning.
- Monitoring the frequency of customer 'On Stop/Hold' status and formulating reliable strategies to avoid risks
- Managing the weekly cash flow forecasting process and variance analysis
- Managing treasury issues and streamlining and standardizing disciplines across the business departments.
- Reviewing and improving transaction processing practices
- Responsible for day-to-day operations and system integrity
- Managing reports including compliance reports and payment analysis
- Monitoring and managing the budget and actual variances
- Providing balance sheet and cash flow accounting, budgeting and forecasting market trends
- Preparing monthly analysis reports and financial data utilized during tenders, banks, and other entities
- Developing and expanding internal controls and associated procedures ensuring effective communication across the business units
- Ascertaining appropriate and consistent accounting practices

Career Progression

Finance Manager / Acting Sales & Marketing Manager

Feb.2016-- to date

Centre for Arab Unity Studies - NGO (www.caus.org.lb)

Leading studies and publishing house. (also worked as Acting IT Manager, Admin Manager and acting Managing Director till new managers were recruited)

Finance Manager

Sept.2012--Nov2015

Glabco-ExchangeHouse & General Trading

Global Lebanese Business company is a part of the largest Group in Ivory Coast.

Accounts Manager

Sept.2011 – Jun2012

Al Jazira Group – Qatar (www.jazeeramotors.com)

Company Profile: Al Jazira Group is a holding for many companies, Like AL Jazira Motors and Trading, AL Jazira construction, Al Jazira Real Estate Management, Najd Transport Solutions, Al Jazira Investments, and Al Jazira Camel Trade.

Finance Manager/Administration Manager (www.spec.ws)

Apr

2002 – June 2011

Specialty Engineering Chemicals – SpEC FZE, A Bardawil International Company

Company Profile: SpEC is a manufacturing subsidiary of Bardawil, a group with more than 55 years' experience in construction chemicals

Senior Accountant

Feb 2000 – Dec 2001

GreyWorldWide, Dubai

Company Profile: One of the Top 3 Advertising Agencies across the world

Auditor

Jan 1999 – Jan 2000

Moore Stephens-Tabbal (Multi-National Auditing Group)

Company Profile: Multi National Group offering Auditing & Accounting Services, Management Consulting, Taxation Consultancy Services and financial & accounting services

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Senior Accountant Jul 1998 – Dec 1998
Mectat(Environmental engineering company).
Company Profile: Environmental engineering company with a worldwide publication “Environment & Development” Magazine SARL

Internal Auditor / Senior Accountant Feb 1996 – Jul 1998
Simon Electric Center SARL
Company Profile: Biggest trading company dealing with various industrial and constructional electrical supplies functioning as the sole agent in the Middle for different brands

Educational Qualifications

MBA Finance & Accounting American West University	Sept 1998 - Jun 2000
Accounting, Auditing, Financial Reporting, Law & Tax Morgan Group Becker CPA Lebanon	Jan 1997 – Jul 1997
BA Finance & Accounting American West University	Sept 1994 – June 1998
Commercial Sciences & Accounting Polyglot Technical College (Beirut, Lebanon)	Sept 1993 – June 1996
Computer Programming (V.Basic.Cobol, Foxpro) Polyglot Technical College (Beirut, Lebanon)	Aug 1991 – June 1993
Chief Accountant Diploma Polyglot Technical College (Beirut, Lebanon)	Aug 1991 – Jul 1994
Lebanese BAC.2 Maths Section Pinehill College (Beirut, Lebanon)	Sept 1990 – July 1991

Professional Trainings:

CMA Certification, Fire fighting , First Aid , GCC unified customs , Time & Stress Management , UCP500 & UCP600/Middle East and CFO tools & strategies

Technical Expertise:

Basic, COBOL, FoxPro, Dos, Windows, MS Office, Major Accounting Systems ERP (Dolphin, Paragon, Neosys, Sage, Focus, pioneer, Finsys and Cloud Computing Systems)

Personal Details

Date of Birth: 13th May, 1974; **Nationality:** Lebanese; **Languages:** English, Arabic & French; **Gender:** Male; **Marital Status:** Married, **Driving License:** UAE/ Qatar /CFAO/ Lebanese

References available upon request