





Job Application

Bahaa Awni Rushdi Mashaqi

 Dammam, Saudi Arabia

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 Date of Birth: July 7, 1981

 Nationality: Jordanian

 Marital Status: Married

Iqama Status: Valid & Transferable

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Career Objective

HIGHLY ACCOMPLISHED ACCOUNTING PROFESSIONAL WITH OVER 18 YEARS OF EXPERIENCE ACROSS CONSTRUCTION and industrial sectors, with a proven track record in Accounts Payable, Accounts Receivable, Sales Accounting, and Fixed Assets Management. Demonstrated career growth from Accountant to Accounts Manager, with deep expertise in ERP systems, compliance (VAT/ZAKAT), and financial leadership. Seeking a challenging role in a forward-thinking organization to contribute to accurate financial reporting, strategic decision-making, and operational excellence.

Professional Experience

German Saudi Industrial Co. (Ethraa Holding Subsidiary)

Dammam, Saudi Arabia

The company specializes in the manufacturing of fine chemicals, particularly Sodium Methoxide Powder, used in pharmaceutical and industrial applications, and significant portion of its production exported to countries including Germany, India, China, and Malaysia.

This extensive export activity has provided me with valuable experience in international invoicing, managing foreign receivables, and ensuring compliance with export tax regulations.

Accounting Supervisor

2023 – Present

- Leading the finance department and overseeing full accounting cycle: AP, AR, sales, fixed assets, payroll, and GL.
- Managing collection efforts and reconciling customer accounts.
- Reviewing sales invoices and coordinating with the sales team to ensure accuracy and compliance.
- Supervising fixed asset register and depreciation schedules.

- Preparing monthly/annual financial statements and ensuring full tax compliance (VAT, ZAKAT, GOSI).
 - Supporting top management in budgeting and financial forecasting.
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Saudi Binladin Group – BMPC Subsidiary, CPC Holding

Bahra Industrial Complex, Jeddah, Saudi Arabia

2006 – 2023

Key Mega Projects Contributed to During My Tenure with the Group:

- King Abdulaziz International Airport Project – Jeddah
- King Abdullah Economic City Project – Rabigh
- Haramain High-Speed Railway Project – Saudi Arabia
- Expansion of the Holy Mosques – Makkah
- Al-Shamiyah District Development Project – Makkah
- Jabal Omar Development Project – Makkah
- Jamarat Bridge Project – Mina
- King Saud bin Abdulaziz University Project – Makkah Road
- Princess Nourah bint Abdulrahman University Project – Riyadh
- King Saud University Project – Riyadh
- Along with many other major governmental and industrial projects across various regions of the Kingdom

Career Progression:

Chief Accountant

2014 – 2023

- Took full ownership of the accounting cycle, including accounts receivable and payable, general ledger, fixed assets, sales, payroll, and financial reporting.
- Managed customer accounts, issued invoices, tracked payments, resolved disputes, and improved collections processes.
- Oversaw preparation and analysis of monthly financial statements, budget reports, and forecasts.
- Managed the fixed asset lifecycle with accurate depreciation tracking and asset movements.
- Coordinated with auditors to ensure IFRS-compliant financial reporting.

- Designed internal controls to enhance financial operations efficiency and supervised the accounting team.
- Supported ERP implementation to ensure data integrity and system integration.

Senior Accountant

2009 – 2014

- Specialized in Accounts Payable, while also supporting AR and monthly closings.
- Coordinated with the sales department to ensure accurate revenue recording.
- Assisted with fixed asset tagging and monthly depreciation entries.
- Reviewed supplier invoices, reconciled vendor accounts, and prepared aging analysis.

Accountant

2006 – 2009

- Processed sales and purchase invoices, recorded cash and bank transactions.
- Assisted with petty cash and customer collections.
- Prepared shift reports and reconciled transactions at end of day.
- Supported the finance team in data entry, document control, and bank reconciliations.

Education

Bachelor's Degree in Administrative & Financial Sciences

Philadelphia University, Jordan – 2005

Certifications & Training

- **Microsoft Dynamics AX (Axapta)** – Finance & Manufacturing Modules – Jeddah, 2009
 - **Zakat & Income Tax Compliance Seminar** – Saudi Arabia, 2013
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Technical Skills

- Microsoft Dynamics AX (Axapta) – Finance & Manufacturing Modules
 - Al-Mutakamel – Comprehensive accounting software
 - AZENTIO ONEERP – Integrated ERP system
 - Microsoft Excel – Advanced skills (formulas, pivot tables, data analysis)
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Key Skills

- Accounts Payable & Receivable Management
 - Sales & Revenue Accounting
 - Fixed Assets & Depreciation Management
 - ERP Systems: Microsoft Dynamics AX , AZENTIO ONEERP, AL MOTKAMEL
 - Financial Reporting & Analysis
 - VAT & Zakat Compliance
 - Bank Reconciliation & Payroll
 - Budgeting & Forecasting
 - Audit Coordination
 - Team Leadership & Development
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