

# Hossam selim

Chief Accountant

**Al Madinah Al Munawarah, KSA**

**0547709124**

**Hossamselim111@gmail.com**

## Professional Summary

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Chief Accountant with over 8 years of experience in financial accounting, financial reporting, general ledger management, accounts payable and receivable, tax compliance, and audit coordination. Strong expertise in Odoo ERP, monthly and annual closing, internal controls, and financial analysis. Proven ability to lead accounting teams and support strategic decision-making.

## Experience

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### Chief Accountant

2024 - present

#### Nuqosh Arabia CO. LLC

- Oversee the preparation and review of financial statements and periodic reports, including balance sheets, income statements, and cash flow statements, ensuring full compliance with accounting standards.
- Lead and supervise the accounting team, assign tasks, monitor performance, and ensure the efficient execution of all financial operations
- Develop, implement, and enhance internal accounting policies, procedures, and controls to improve accuracy, transparency, and operational efficiency.
- Manage the full accounts payable and accounts receivable cycles at the departmental level, including invoice processing, payments, collections, and account reconciliations.
- Review and approve journal entries, general ledger postings, and financial transactions prior to monthly and annual closing activities.
- Collaborate closely with internal and external auditors, address audit findings, and ensure the integrity and accuracy of financial records.
- Supervise the preparation, filing, and compliance of tax returns and regulatory reports in accordance with local laws and financial regulations.
- Demonstrated extensive expertise in Odoo ERP, including advanced configuration, optimization of accounting workflows, automation of financial processes, and development of customized financial reports to enhance departmental efficiency and accuracy.

### Senior Accountant

2022 - 2024

#### Nuqosh Arabia CO. LLC

- Prepared periodic financial reports and financial statements
- Managed AP and AR processes including invoicing, payments, and collections.
- Recorded financial transactions accurately in the general ledger.
- Prepare and submit tax returns and other regulatory reports.
- Collaborate with internal and external stakeholders to resolve accounting- related issues.
- Ability to work on the Odoo ERP system with great experience.

**Reference:** Acc2@nuqosh.com

**Spanz for construction and projects development.**

- Prepare daily accounting records and Journal entries.
- Review the suppliers' invoices comparing their quantities, services & prices against PO, contract, other quotations, and price list.
- Matching bank statement.
- Performing other duties related to the job as assigned by the Chief Accountant.
- Matching bank statement.

**Reference:** [Info@spanzco.com](mailto:Info@spanzco.com)

**Core Skills**

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- Financial Statements Preparation.
- General Ledger & Journal Entries.
- Accounts Payable & Accounts Receivable.
- Tax Compliance & VAT.
- Monthly & Annual Closing.
- Internal Controls.
- ERP Systems – Odoo.
- Microsoft Excel & Office.

**Education**

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- Bachelor Of Commerce Accounting Department.
- GBA: 3.3
- 2014 – 2017

**PERSONAL INFORMATION**

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- Nationality: Egyptian.
- Residence: Al Madinah, KSA.
- Marital status: Married.

**COURSES**

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- CMA – In progress.
- CAM (Certified Accounting Manager).
- Specialized Contracting Accountant.
- PFA (professional financial accountant).
- Accounting Excel.

**LANGUAGES**

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- Arabic (Native or Bilingual Proficiency)
- English (Professional Working Proficiency)