

Contact

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Top Skills

Account Management

Financial Accounting

Event Planning

Advanced in SAP

Intermediate in Power BI

Amaal Faleh

ACTING CFO At AIUla Sports Club
Medina, Al Madinah, Saudi Arabia

Summary

seeking to develop myself and gain experience in the accounting and financial fields.

Experience

AIUla Sports Club

ACTING CFO for AIUla Club Co.

- Developing long-term financial strategies to support organizational goals and enhance operational efficiency.
- Overseeing annual budget preparation and monitoring financial performance to ensure compliance with
- Managing cash flows to sustain daily operations and anticipate future funding requirements.
- Collaborating with external entities such as banks, investors, and auditors to secure necessary funding

Senior Accountant , Procurement

January 2023 - Present (2 Years)

Medina, Al Madinah, Saudi Arabia

Financial Analysis: Conduct financial analysis to identify trends, opportunities, and risks. Provide insights and recommendations to management based on the analysis.

Cost Control: Identify cost-saving opportunities and implement cost-control measures where necessary.

Risk Assessment: Evaluate financial risks and develop strategies to mitigate them.

Vendor and Client Relations: Interact with vendors, clients, and financial institutions as needed to resolve financial issues or discrepancies.

Ad Hoc Projects: Participate in special projects or assignments related to financial analysis, process improvement, or other areas as required.

Ethical Standards: Uphold high ethical standards and confidentiality in handling financial information.
Reporting: Prepare and submit accurate financial reports, invoices, and account statements.

- Obtaining information from other departments to ensure records are accurate and complete and that accounts receivable ledgers and journals are up-to-date.
- Financial reports, and taxing report .
- Working with the collections to review accounts, client payments, credit history, and develop new or better repayment terms.
- Generating reports and statements for internal use.
- Keeping track of all payments and expenditures, including payroll, purchase orders, invoices, statements, etc.
- Reconciling processed work by verifying entries and comparing system reports to balances
- Maintaining historical records
- Paying employees by verifying expense reports and preparing pay checks
- Engaging in ongoing educational opportunities to update job knowledge.

kabana restaurants company

General Accountant

March 2021 - July 2021 (5 months)

Al Khobar, Eastern, Saudi Arabia

- Financial follow-up to eight branches around the eastern region
- Preparing special reports for the legal team and the external accountants team
- Solving issues of the foreign investor and do the necessary.

The Oberoi Group

Income Auditor

April 2019 - March 2021 (2 years)

Medina

- Evaluate all revenue centers and prepare reports for income journal on everyday basis and evaluate and balance all rebates for property management system.
- Organize and maintain all billing files and provide support to all charges.
- To audit daily Rooms, Food and Beverage revenue summaries and their supporting transaction reports of the Night Audit Process.
- Ensure that all of the day's Banquet revenue has been recorded.
- To ensure that all employee City Ledger accounts are closed at month end
- Preparing all profit and loss reports and communicating with the management team in Australia

Memar for Development and Investment

Accountant Trinee

June 2018 - August 2018 (3 months)

Oliyaa, Riyadh Region, Saudi Arabia

Preparation of tax statements, customer authentication forms, reporting, billing, reconciliation of bank accounts ...

Taibah University

Member of the Advisory Board of the Department of Economics and Finance

October 2017 - June 2018 (9 months)

Madinah

Volunteer works

Education

Qassim University

Diploma of Education, Accounting · (2021 - 2022)

Taibah University

Bachelor's degree, Finance, General · (2015 - 2018)