

# Tareq Ghomed

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## Professional Summary

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Financial professional with advanced expertise in accounting, financial management, and business development across manufacturing, logistics, and contracting sectors within the Saudi market. Proven track record in preparing and analyzing financial statements, account reconciliation, cash flow management, and supporting executive decision-making. Strong experience integrating financial operations with supply chain and sales functions to enhance profitability and operational efficiency. Proficient in accounting systems, Microsoft Dynamics, internal control frameworks, and tax compliance practices. Combines financial analysis, commercial negotiation, and performance optimization to drive sustainable business growth.

## Professional Experience

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### Sales Officer - Logistics Services - Masar Al-Qalamoun Logistics Services | January 2025 – Present

- Developed and implemented targeted sales strategies to increase market share in the logistics sector.
- Increased operational revenue by 25% through acquiring new clients and expanding existing transport contracts.
- Prepared technical and financial proposals and negotiated contracts to secure optimal profit margins.
- Managed collections and monitored accounts receivable to enhance cash flow efficiency.

### Senior Accountant - Mohammed Salem Qahwaji Factory | November 2023 – December 2024

- Improved financial reporting accuracy by 30% through enhanced review procedures and internal controls.
- Supervised the full accounting cycle including general ledger, payables, and receivables.
- Managed bank reconciliations, tax obligations, and ensured regulatory compliance.
- Prepared periodic financial statements and variance analyses to support management decisions.

### Procurement Coordinator - Al Bawani Company | January 2023 – November 2023

- Achieved 18% cost savings through effective supplier negotiations and improved vendor selection.
- Managed procurement operations, prepared purchase orders, and evaluated quotations based on quality and price.
- Analyzed supplier performance using KPIs to enhance supply chain efficiency.
- Monitored payment requests and ensured compliance with approved financial policies.

### Senior Accountant - Aber Alqarat Transportation Logistics | January 2022 – January 2023

- Reduced accounting discrepancies by 20% by strengthening reconciliation and review processes.
- Calculated taxes and prepared statutory reports in compliance with applicable regulations.
- Analyzed operational data to improve financial performance and expense control.
- Prepared journal entries, financial statements, and managed monthly and annual closing processes.

### Accountant - Shamana Restaurant | October 2018 – October 2021

- Improved cash management efficiency by 22% through accurate daily cash reconciliation.
- Trained staff on POS systems and strengthened adherence to financial procedures.
- Managed daily cash operations and prepared sales and expense reports.
- Controlled inventory movement to minimize waste and loss.

### Accountant Assistant - Zelal Al-Nakheel Association | August 2017 – January 2018

- Accelerated collection cycle by 15% through structured receivables follow-up.
- Organized financial archiving and improved document flow within the finance department.
- Reviewed supplier and customer accounts to ensure accurate accounting records.
- Prepared invoices and supported periodic closing processes.

## Education

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**Bachelor of Economics (Accounting)** – Damascus University | Graduation: 2017

## Training Courses

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- Al-Ameen Accounting & Warehouses Course | 2015
- Microsoft Excel Advanced Course | 2016
- Microsoft Excel Micro Course | 2016
- Intermediate Accounting IA | 2017
- English Course | 2018

## **Skills**

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### **Soft Skills:**

Effective Communication | Commercial Negotiation | Analytical Thinking | Decision Making | Professional Integrity | Priority Management

### **Practical Skills:**

Financial Statement Preparation | General Ledger Management | Bank Reconciliation | Budget Preparation | Accounts Receivable Management | Supplier Negotiation | Purchase Order Processing | Cost Analysis | Tax Return Preparation | Management Reporting | KPI Monitoring | Annual Closing

### **Technical Skills:**

Microsoft Dynamics | ERP Systems | Digital Financial Analysis | Advanced Excel Reporting | Database Management | Windows | POS Systems | Accounting Data Entry | Electronic Archiving Systems | Microsoft Office (Outlook, Microsoft Word, PowerPoint, Excel, Microsoft Access)

## **Languages**

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- **English** : Advanced | **Arabic** : Native