

Mustafa Ahmed Hassab Allah

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Address: Madina, Saudi Arabia

Mobile: 0561587843

Date of birth: September 15, 1997

Military status: Completed

Professional Summary

Detail-oriented and proactive accounting professional with hands-on experience in construction accounting, project cost tracking, and vendor financial management. Over 3 years of experience in the contracting industry, working closely with project managers and procurement teams to ensure accurate reporting and financial control. Proficient in managing general ledger, preparing cost reports, and ensuring timely billing and payment processing. Currently pursuing ACCA (5/13 exams passed) and set to obtain Dip IFRS in July 2024. Ready to contribute strong analytical skills and a deep understanding of project-based financial systems to a leading contracting firm

Education

Bachelor of Accounting, Faculty of Commerce-English Section, Beni Suef University.

- ✓ Graduation Date: 2019
- ✓ Major: Accounting
- ✓ Grade: "good "

Experience

General Accountant

Mutlaq Al-Ghowairi Contracting Co– Saudi Arabia

Aug 2023 – Present

- Handling project-based financial transactions, invoices, and payment
- Preparing monthly reports on project costs and profitability
- Reconciling accounts and ensuring ledger accuracy
- Coordinating with project managers on budget performance
- Organizing accounting records for audits and internal review



External Auditor

PEG – Alaa El Essawy

Aug 2022 – July 2023

- Audited financial statements and reviewed clients' financial records.
- Developed internal control systems and accounting policies.
- Ensured compliance with accounting standards and audit requirements.
- Prepared documentation for audit findings and recommendations.



Junior Tax Accountant

Accounting Office – Mr. Kamal Amer

Apr 2021 – July 2022

- Filed monthly VAT and sales tax returns for various companies
- Managed bookkeeping and general ledger entries.
- Handled salary tax settlements and annual corporate tax declarations
- Supported clients with tax planning and compliance

Certifications & Training

- Dip IFRS holder July 2024. (UK)
- ACCA in Candidate (5 /13) (UK)
- FMVA in Candidate (CFI) Canada
- Electronic Accounting, Accounting Excel
- Tax Accounting (course).
- E-LEARNING audit & assurance course (F8)



Key SKILLS

Accounting & Reporting:

- Financial Statements Preparation
- Project Cost Control
- Bank Reconciliation
- Ledger Posting & Adjustments

Taxation:

- VAT Filing
- Income Tax
- Payroll Tax

Technical:

- Microsoft Excel (Advanced)
- ERP and Accounting Software
- Microsoft Word & PowerPoint

Soft Skills:

- Team Collaboration
- Attention to Detail
- Time Management
- Strong Communication

Teamwork skills.

Language skills

- Arabic: Native -
English: Very good.