ABRAR ABBAS

Finance & Accounting Professional

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SUMMARY

Results-driven finance and accounting professional with hands-on experience in accounts payable, cost analysis, VAT compliance, and ERP systems (Oracle Fusion). Seeking opportunities to contribute to organizational success and continue personal growth in dynamic environments.

EDUCATION

EFFAT UNIVERSITY — Bachelor of Finance

2013 – 2019

EXPERIENCE:

Account Payable Specialist at Saudi Motorsport Company

Nov 2022 – Present

- Managed accounts payable processes using Oracle Fusion.
- Prepared and processed invoices and payment vouchers.
- Reconciled vendor statements and ensured timely settlements.
- Maintained accurate accounting records and prepared weekly financial reports.
- Audited VAT invoices and tracked corporate credit card transactions.
- Handled treasury operations, including bank transfers, cash flow tracking, and archiving payment records.

Accountant at Essam Mohamed Gharawi Food and Logistics Co.

Aug 28 – Nov 25, 2022,

- Managed accounts payable processes using Oracle Fusion.
- Controlling all payments and expenditures, including purchase orders, invoices, and statements.
- Reconciling by verifying entries and comparing system reports to balances.
- Recording entries and reconciling books of accounts.
- Bank reconciliation.

Accountant at Unimac Co. – Formula 1 - JED

April 2021 – April 2022

- Preparing daily petty cash and its report.
- Preparing transfers and purchase orders.
- Checking and auditing VAT invoices.
- Comparing purchase orders, prices, and terms of payment.
- Facilitating payment of invoices due by sending bill reminders and contacting contractors.

Accountant at Gulf General Cooperative Insurance

Nov 2020 – March 2021

- Preparing invoice submissions for various government and private clients with appropriate documentation.
- Maintaining complete and accurate project folders with all related documents.

Accountant at Green Shield Brokerage and Insurance Co.

March 2020 – Aug 2020

- Internal auditing.
- Preparing insurance invoices.
- Claim management.

VOLUNTEER:

- Volunteer in Effat Finance and Investment Club.

CERTIFICATES:

- Excel for Business – Business Language Center & EXTECH
- Microsoft Office Workshop – Noor Academy
- Modern Bank Management Course – EXTECH
- Corporate Planning & Budgeting Management (KPI, SOS, Budget)
- Marketing & Public Relations – Technical & Vocational Training Corporation
- CAT Student Program – Business Language Center
- (Excel for Business Workshop) with (Business language Center)

Trainings Completed (SOCPA – Not Certified)

- Financial Performance Evaluation & Analysis
- Zakat and Tax
- Technical Accountant Program (Business Language)

SKILLS:

- Proficiency in all areas of Microsoft Office
- Detail-oriented
- Creative problem-solving
- Analytical skills

ACHIEVEMENTS AND AWARDS:

- Awarded by HRH Prince Khalid Al-Faisal for outstanding contribution in organizing Formula 1 races in 2023 & 2024.
- Finalist, FinTech STEAM Challenge – KAUST, recognized by SABB.
- Participant, Effat Bootcamp Startup Challenge, recognized by Henry Ford.
- Graduation research: *"The Role of FinTech in the Saudi Banking Sector."*

LANGUAGES:

- Arabic – Mother language
- English – Fluent