

Bassam Ahmed Soliman

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Personal statement

I obtained a Bachelor's degree in General Accounting and a Master's degree in Accounting and Finance from the Islamic University of Gaza. My practical experience in the field of accounting began in 2001, where I worked as an accountant in several major companies and rose through the ranks until I became head of the Financial and Administrative Control Department, Rafah Branch, at the Gaza Electricity Distribution Company. With the experience I have, I seek to work in a position that suits my experiences and skills as head of the accounting department, auditor, or other positions that are compatible with my experiences with a professional team to achieve the best possible performance.

Key Skills

Soft Skills:

- Communication and Negotiation skills
- Leadership skills
- Responsibility
- Time management & Work as a team
- Ability to deal with critical situations

Technical skills:

- Experience in accounting work
- Proficiency in accounting auditing
- Proficiency in accounting software (such as ERP).
- Ability to conduct financial analysis and interpret data.
- Strong organizational skills to ensure timely delivery of reports.
- Familiarity with International Financial Reporting Standards (IFRS).
- Good in Microsoft Office programs (Computer Skills)

Language Skills:

- A2 in English

Education:

Master's degree in Accounting and Finance, Islamic University, Gaza - with a very good grade - (2024)

Bachelor's degree in Accounting from the Faculty of Economics and Administrative Sciences, Al-Azhar University, with a good grade - (2001)

Employment History

Head of the Financial and Administrative Control Department of the Gaza Electricity Distribution Company, Rafah Branch - (Aug 2018 - Present)

Achievements and responsibilities:

- Reviewing and auditing monthly and annual financial reports to ensure accuracy and correctness.
- Monitoring expenditures and ensuring adherence to the allocated budget.
- Conducting financial analyses to evaluate the achievement of financial objectives.
- Auditing daily financial transactions for compliance with accounting standards.
- Establishing and improving financial control policies and procedures.
- Ensuring administrative operations align with approved policies and regulations.
- Monitoring staff performance and making recommendations for improvement.
- Facilitating collaboration between departments for efficient task execution.
- Verifying the efficiency of administrative systems and updating procedures as needed.
- Overseeing attendance, leave, and staffing issues within the department.
- Ensuring compliance with local and international laws and regulations.
- Preparing periodic reports on financial and administrative performance.
- Representing the department in meetings and making decisions related to control processes.
- Developing plans to address financial and administrative challenges.

Acting Head of the Financial and Administrative Control Department at the branches of the Gaza Electricity Distribution Company - (2014 - 2018)

Employee in the Audit and Review Department of the Gaza Electricity Distribution Company - (Feb 2012 - Mar 2013)

Achievements and responsibilities:

- Auditing daily transactions to ensure compliance with accounting procedures and financial regulations.
- Verifying the accuracy and validity of monthly and annual invoices and financial reports.
- Conducting detailed analyses to evaluate financial performance and identify errors or discrepancies.
- Reviewing the effectiveness of control policies and procedures and providing recommendations for improvement.
- Ensuring that operations comply with local and international laws and regulations.
- Supporting internal and external audit processes to ensure accurate information is provided.
- Monitoring revenue and expenses to ensure proper recording.
- Preparing detailed reports on audit findings and observations for management.

Accountant in the General Accounts Department of the Gaza Electricity Distribution Company - (Nov 2009 - Feb 2012)

Achievements and responsibilities:

- Recording daily financial transactions in accordance with approved accounting systems.
- Verifying the accuracy of general accounts and ensuring compliance with accounting standards.
- Preparing monthly and annual financial reports and presenting them to senior management.
- Documenting and recording financial operations related to revenues and expenses.
- Managing accounts receivable and payable to ensure timely settlements.
- Contributing to the preparation of operational budgets and monitoring adherence to them.
- Reviewing invoices and contracts to ensure compliance with financial procedures.
- Performing bank reconciliations and account settlements to ensure accurate financial data.
- Providing data and reports to support internal and external audit processes.
- Conducting financial analyses to support decision-making and provide recommendations.
- Ensuring operations align with financial policies and local regulations.
- Archiving and organizing financial documents for easy accessibility when needed.
- Coordinating with other departments to provide financial and administrative support for smooth operations.

Accountant on the Golden Asseal Program at South Gate General Trading Company (Aug 2008 - May 2009)

Accountant on the Smart Accountant program at Al-Bustan Al-Akhdar Company for Industry and General Trade - (May 2003 - Jan 2008)

Project accountant at the Greenhouse Farmers Association in cooperation with the RFID project funded by the United States Agency for International Development USAID (Aug 2003 - Jan 2004)

Temporary unemployment accountant in Khan Yunis municipality using Excel and Golden Asseal - (Sept 2003 - Oct 2003)

Accountant using the smart accountant program at Al Khansaa General Trading and Contracting Company - (Jul 2002 - Jun 2003)

An accountant using the Smart Accountant program at the Al-Quds Office of Accounting and Auditing - (Jul 2001 - Jun 2002)

Courses, Training and Certificates

Computer course about Al Asseal 2000 for accounting and administration in the Islamic University from 07/2000 to 08/2000

Computer course about Excel and Dos in the Cultural Center from 27/12/2001 to 27/03/2002

Course about International Standards Auding 30 hours train in cooperation with USAID*PAAA form 29/12/2001 to 23/01/2002

Course training about the Principals Taxes in Palestine 36 hours train in PAAA from 29/12/2001 to 23/01/2002

Course computer about Advanced Excel in cooperation with SHAREK Center and PAAA from 02/02/2022 to 02/03/2002

Course about Development Management Skills in cooperation with Ministry of Organization Affairs form 05/05/2022 to 30/05/2022

Course train about Training of Trainers 36 hours train in cooperation with Ministry of Organization Affairs and UNDP and Municipality of Khan Yunis form 18/05/2022 to 06/06/2002

Course train about Projects Managers Training 185 hours train in the Islamic University financing TAMKEEN Project from 29/01/2005 to 29/06/2005

Course train about Strategic Planning 36 hours train in SEADA Law Center from 04/11/2006 to 29/11/2006

Course computer about Golden Asseal 20 hours train in PAAA from 26/03/2007 to 14/04/2007

Course train about Management and Career Supervision Skills in Gaza Electricity Distribution Corporation Ltd

Course computer about ICDL (International Computer Driving License) 40 hours train in the Golden House Center from 23/09/2018 to 29/10/2018

Training meeting entitled Creative Thinking Skills in Gaza Electricity Distribution Corporation Ltd

Course about Applications of Civil Service Law in Palestine Gaza Electricity Distribution Corporation Ltd

Training meeting entitled Working in the spirit of the team in Gaza Electricity Distribution Corporation Ltd

Mini Master Degree MBA in Jordan Online 60 Hours Training