

Ashraf kadry wakeem khalil

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Objective

General Accountant with more than (7) years of experience in managing financial operations, ensuring compliance, and providing strategic financial insights. My expertise in financial reporting, budget management, tax, insurance, and cost analysis.

overseeing all aspects of financial management, from accounts payable and receivable to tax compliance and auditing. I am passionate about leveraging my financial acumen to drive efficiency and support the overall financial health of the organization.

Education

Diploma in accounting and auditing	Sohag University	2020
Bachelor of Commerce, Accounting department	Sohag University	2016

Experience

Senior Accountant

Golden Point Real Estate Development

(June 2024- till now)

- Financial Reporting: Preparing detailed financial statements, balance sheets, income statements, and cash flow reports to present an accurate picture of the company's financial performance.
- Budgeting and Forecasting: Creating and managing budgets for various real estate projects, tracking actual expenses against forecasts, and analyzing variances to adjust financial strategies.
- Accounts Management: Overseeing accounts payable and receivable, ensuring timely billing and collections, and managing vendor payments.
- Property Accounting: Handling the financial aspects specific to real estate transactions, such as property acquisitions, sales, and leases, including amortization and depreciation of assets.
- Compliance and Auditing: Ensuring compliance with local, state, and federal laws, as well as real estate regulations. Assisting with both internal and external audits.
- Financial Analysis: Analyzing financial data related to real estate assets and projects, providing insights on profitability, return on investment, and potential risks.
- Tax Management: Managing property taxes, preparing tax filings, and ensuring adherence to tax regulations that apply to real estate businesses.
- System Improvement: Identifying and implementing process improvements to streamline accounting operations and increase efficiency.

General Accountant

AMMREC FOR Industrial, Mining and General Contracting

(May 2021 – June2024)

- Financial Reporting Preparing accurate and timely financial statements, including balance sheets, income statements, and cash flow statements.
- Budgeting and Forecasting Assisting in the preparation of budgets and financial forecasts, and monitoring them against actual performance.
- General Ledger Management Overseeing the maintenance of the general ledger, ensuring all financial transactions are accurately recorded.
- Compliance Ensuring that the company's financial practices comply with accounting standards, tax regulations, and internal policies.
- Audit Support Coordinating with internal and external auditors, preparing necessary documentation, and ensuring that audits are conducted smoothly.
- Cost Analysis Analyzing costs and expenditures to identify opportunities for cost savings and improve financial efficiency.

General accountant

IGNITE Investment & Real Estate Development

(May 2018-April2021)

- Financial Record-Keeping maintains accurate records of all financial transactions, ensuring that all income and expenses are properly documented and categorized.
- Budget Management help in preparing and monitoring budgets for various construction projects, ensuring that costs are controlled and within the allocated budget.
- Cost Accounting track and analyze the costs associated with construction projects, helping to determine the profitability of each project.
- Payroll Management handles the payroll for the company employees, including processing wages, benefits, and deductions.
- Accounts Payable and Receivable manage the accounts payable (payments to suppliers and subcontractors) and accounts receivable (invoices issued to clients), ensuring timely payments and collections.
- Financial Reporting prepare financial statements and reports, providing management with insights into the financial health of the company.
- Compliance and Auditing ensure that the company's financial practices comply with relevant regulations and are prepared for audits.
- Tax Management manages the company's tax filings and ensure compliance with tax laws.
- Cash Flow Management monitor the company cash flow, ensuring that there is enough liquidity to meet ongoing operational needs.
- Collaboration with Project Managers work closely with project managers to provide financial insights that can aid in decision-making, helping to keep projects on time and within budget.

Skills

Auditing	Finance	GAAP/IFRS Knowledge
Financial Reporting	Taxation	Budgeting and Forecasting
QuickBooks	Microsoft OFFICE	ERP systems
General Ledger Management	Financial Analysis	Audit Processes
Data analysis	Reporting	

courses

The Technical Accounting Cycle Sohag University	2016
IC3 Sohag University	2016
PFA Al-Ahram Academy for Training accredited by AenShams University	2020
Tax program The Egyptian Tax Association	2022

Languages

Arabic

English