Curriculum Vitae

personal information:

Name: Muhammad Jaafar Mousa

Address: Iraq – Baghdad

Birth: 1991/7/15

Mobile: +964 772 510 1102

College: Almustafa college

Education: Accounting

E-Mail: mohmousa91mm@gmail.com

PERSONAL SKILLS AND COMPETENCES:

- **Work on Odoo ERP systems in an excellent manner.**
- **Project management, organizing the stages of project implementation, gathering requirements, implementation, development, training, final Acceptance, and technical support.**
- **Work on the system of accounting, purchases, stores, sales, human resources, manufacturing, maintenance, project management and approvals in an excellent manner for Odoo ERP systems.**
- **ERP Odoo system expert and consultant (accounting, sales, warehouses, purchases, project management, human resource).**
- **Implementing the companies' work policy and implementing the company's workflow plan on the Odoo ERP system.**
- **Implementation of Odoo ERP systems.**
- **Organizing accounts for a large number of companies on the Odoo system**
- **Implementing and organizing corporate accounts on the Odoo ERP system, extracting customer and supplier reports, expenses, profit and loss, calculating the value of the store, calculating the value of assets of all kinds, organizing funds and currencies, and organizing the accounting guide.**
- **Determining stores, products, items and characteristics of each product, inventorying them, registering aggregate materials or those included in**

manufacturing, organizing products inside the store, determining storage locations, recording warehouse outputs and entry orders. Organizing returns, organizing a group of stores for one company or a group of branches for each branch, a group of stores, and determining the validity of each employee on the system.

- **Organizing sales and purchases, registering customers and suppliers, price lists and products, and determining the sale from the designated store, purchases, and the store to which the purchases are transferred.**
- **And a quarter of the sales and purchases system in stores**
- **Preparing and implementing the Odoo ERP system for human resources management according to the company's labor law, where employee files, attendance reports, day off, salaries, approvals, training and other characteristics are organized**
- **Implementation, design and maintenance of internal networks and linking them with the Internet and the outside world**
- **Programming and operation of networking devices, now and receiving devices**
- **Programming of all kinds of micro-tech devices**
- **Implementation and operation of networks**
- **Programming printers and connecting them with the network**
- **Programming the fingerprint devices and connecting them from the network**
- **Work on all Microsoft programs (Word - Excel - PowerPoint - Outlook).**
- **Training (Implementation and delivery of all required trainings).**
- **Work on all automation and archiving systems**

Work experience:

Period: ١/٩/2022 to So far

Company: Cedar Modern Tech

Field of work: Specialized software solutions Odoo ERP system

Position: Odoo ERP team leader

Main responsibilities:

- Odoo ERP systems Project Implementation Management
- Gathering customer requirements that the customer needs to add to the system
- data analysis
- Distributing tasks to developers and following up the completion of tasks by programmers and testing them
- Organizing accounting, stores, human resources, sales, purchasing, manufacturing and all other system departments
- Develop a plan for the implementation of the project
- Organize a work schedule to manage according to the plan
- Setting project dates
- Determining initial and final delivery dates
- Uploading customer data to the system
- Organizing and uploading accounting data on Odoo ERP system
- Professional training on the system
- go live

Period: 7/8/20١٩ to 1/6/2022

Company: Future Will for Oil Services

Field of work: Specialized software solutions Odoo ERP system

Position: ERP Consultant

Main responsibilities:

- Odoo ERP systems Project Implementation Management
- Gathering customer requirements that the customer needs to add to the system
- data analysis
- Organizing accounting, stores, human resources, sales, purchasing, manufacturing and all other system departments
- Develop a plan for the implementation of the project
- Organize a work schedule to manage according to the plan
- Setting project dates
- Determining initial and final delivery dates
- Uploading customer data to the system
- Organizing and uploading accounting data on Odoo ERP system
- Professional training on the system
- go live

Skills:

- **Accounting Control**
- **Stock Control**
- **HR Control**
- **Sale control**
- **Odoo Accounting**
- **Odoo Projects**
- **Odoo CRM**
- **Odoo Ecommerce**
- **Odoo Manufacturing**
- **Odoo POS**
- **ERP Implementation**
- **Project management**
- **System requirements**
- **Word ، Excel**

Training:

- **Preparation of trainers (TOT)**
- **Odoo v14 &Odoo v 15&Odoo v16**