



Mohamad Adnan Nasr Allah

business administration executive in finance and accounting



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Career Objective

Intelligent, responsible, working in a challenging company where I can use my capabilities to advance in my career and achieve my goals. I would describe myself as a well presented, hardworking and responsibilities individual. looking for more experience in the field of finance and economic.

Education

Aleppo University (2009 – 2013)

- Bachelor of Business Administration Degree in Finance and Accounting.
- Business Finance and Accounting courses.

Experience

Director Entertainment Finance & Accounting – Al Olabi Coffee (2021 – 2016)

- Maintain records and ensure accurate billing of all premium seating, sponsorship, and other annual billing for the Partnership.
- Responsible for performing all arena event settlements, including calculation and preparation of wires, interfacing with outside show and promoter accountants.
- Assist in preparing and delivering performance evaluations and discipline or development activities for accountants and coordinator.
- Generate and distribute daily operating report information as necessary.
- Coordinate the selection and hiring process for accountants and coordinator.
- Generate pre-event and post-event analysis including financial proformas.

Finance & Accounting - Magella and Benetton clothes (2016 – 2012)

- Attract more clients for their business.
- Demonstrate that they have achieved results in the finance industry.
- Identify ways to cut business costs or overheads.
- Trade business and import goods from china.

- Create informative and accurate reports or accounts.
- Analyse financial information and statistics.

Finance & Accounting Internship - German cool a pizza Group (2012- 2009)

- Ensure financial statements are prepared in accordance with Generally Accepted Accounting Principles.
- Review operating guidelines and processes to ensure compliance with Company policy.
- Perform balance sheet account reconciliations.
- Assist with the month-end close process, including variance analysis and executive reporting.

Accounting and Practical Skills

- ❖ Fully preparing the entries and recording expenses, revenues, bank movements and all inventory adjustment.
- ❖ The abilities to deal with all clients.
- ❖ Reconciling bank statements and management records.
- ❖ The ability to convince all customers of the marketed product.
- ❖ Ability to manage a team and solve problems.
- ❖ Communication skills.

Computer Skills:

- ❖ Proficiency in using Excel in preparing reports and equations.
- ❖ Proficiency in using office and office program.
- ❖ Speed of data entry.

PERSONAL CHARACTERISTICS:

Excellent communication and negotiation skills, Committed, Active listener, Presentable, Analytical thinker, Well organized, Self-Motivated.

Languages:

- ❖ English
- ❖ Arabic

Interest

- ❖ Businesses
- ❖ Operations management
- ❖ Sports
- ❖ Reading
- ❖ Family & friends
- ❖ Social Communication
- ❖ Arts
- ❖ Cars
- ❖ Media
- ❖ Music

Driving License

- ❖ International Driving License