

## Muaiad Al-Hariri

### CV



#### Contacts Details

- UAE Resident
- Nationality: Syrian
- Marital status: Married

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#### Personal information

- Dedicated in the financial positions with Ten years of experience in the field.
- Well educated in Financial Application System (ERP)
- Solid organizational, analytical, and mathematical abilities.
- Knowledgeable in establishing accounting plans, and best practices.
- Communication Skills.
- Fluent in English and Arabic.
- Tracking and daily analyzing financial markets (forex, stock market). Using my own techniques for charting and giving the decision.

#### Personal Profile

- Ability to work under pressure and handle multitasks.
- Ability to work in a fast evolving work environment.
- Ability to present reliable and accurate information upon request.
- Demonstrate a positive, caring, and respectful attitude towards others.
- Great communication and presentation skills.
- Practice utmost confidentiality regarding business information.
- Self-Motivate, personal integrity, dependable and reliable, Confident, Calm, Flexible, and Optimistic.
- Leadership Skills: have the ability to lead a team, good public speaker, and good at Time Management, can delegate tasks appropriately to achieve the goals and do improvement.

## **Education**

- **“Master of Business Administration, University of Wales “under Progress**
- **Bachelor of Banking and Financial Sciences, Damascus University**

**“Professional Certificates Certified Public Accountant “CPA, Under Progress**

## **Attended Courses**

- 2010 **TOEFL**; AL Khwarizmi institute. - Al Ain city- Abu Dhabi.
- 2010 **AlAmeen Accounting software**; Syriansoft – Damascus.
- 2009 **ICDL**; CBS – Damascus.
- 2009 **Communication skills**; Damascus.
- 2008 **FOREX** and market analysis; Heynyp Investment.
- 2008 **Excel Expert**; CBS – Damascus.
- 2009/2008 **English** Language – Spot Institute - Damascus

## ***Trainer & Lecturer***

- CMA (Certified Management Accountant).
- IA (Intermediate Accounting).
- Financial Management.
- Financial Analysis (Company, Forex).

## **Experience in UAE**

### ***WALL STREET MIDDLE EAST CONSULTANCY – UAE***

- **Financial Consultant**, May / 2014 to present
- Full implementation and follow-up the administrative, financial and investment studies such as feasibility studies, also reviewing investment studies and business development proposals for existing companies. In addition to follow-up studies in the later stages.

## Responsibilities

- Auditing accounts and valuating the business, in terms of helping the BOD for decision making.
- Preparation of feasibility studies and implementation for clients in accordance with international standards.
- Pursue the development and implementation of business customers in the later stages of the feasibility study.
- Building a good and strong relationship with customers.

### *ALAIN UNIVERSITY — UAE, ABU DHABI*

- **Lecturer**, 5/2013 to Present – Part Time
  - Teaching financial, accounting subjects to undergraduate and postgraduate level.
  - Carry out research and produce publications, or other research outputs.
  - Advisor to BSc and MSc students and to refer students to sources of support.

### *OMRAN ALBANAFSAJ GEN. CONT. CO. — UAE, ABU DHABI*

- **Chief Accountant**, 5/2010 to Present
  - Chief accountant directs accounting functions for a construction company.
  - Supervise 3 accountants and oversee financial analysis, financial audits, G/L, A/R, A/P and fixed asset accounting in accordance with IFRS.
  - Develop and manage external financial relationships (e.g. Banks, insurers, auditors).
  - Prepare monthly cash on hand reconciliation.
  - Book appropriate adjustments and closing entries.
  - Prepare debit and credit notes for related parties.
  - Analyze, prepare and study General Ledger accounts' balances on quarterly basis to ensure their correctness and reliability.
  - Ensure that all expenses were allocated properly.
  - Review GL entries made by other GL accountants.
  - Look for ways to strengthen overall financial performance.

## EXPERINCE OUT OF UAE

### *MOORE STEPHENS — DAMASCUS, SYRIA*

- **Semi Auditor**, 7/2009 to 5/2010
  - Performed financial audit as per the applicable GAAP / IFRS and ISA standards.
  - Performed auditor assistant functions within audit teams.
  - Assisting in the preparation of the audit report for the companies under audit.

### *ALFADAA TRAVEL AND TOURISM – DAMASCUS, SYRIA*

- **Accountant**, 10/2008 to 7/2009
  - Worked as junior accountant, under supervision of 2 senior accountant.
  - Preparing the daily accounts, and entering the data to the accounting software.
  - Helping while preparing the bank conciliation, and tracking the bank statement

### *BANK BEMO SAUDI FRANCE – DAMASCUS, SYRIA*

- **Banker assistance** , 6/2008 to 10/2008
  - I have joined the bank in order to enrich my study and knowledge, during this period; I have joint as employee in the department of CSR, Teller, Retail, and Trade finance.

### *CMC INTERNATIONAL – DAMASCUS, SYRIA*

- **Financial analyst**, (part-time), 1/2006 to 1/2007 & 7/2007 to 10/2009
  - Promoted to financial analyst beside to be broker in the FOREX market after gaining the experience in the same field before, starting to provide a fundamental and technical analysis to clients depending on the int. market and history to help them for making investment decisions.

### *SALES EXECUTIVE, 8/2008 TO 12/2009 – DAMASCUS, SYRIA*

**Note: References are available upon request.**