



Abdelrahim Abdel Haseeb Mohamed

Financial Accountant | Cost Control | IFRS Reporting | ZATCA Compliance

Riyadh, Saudi Arabia +966 56 434 8436 haseeb.inv@gmail.com LinkedIn GitHub haseebinv.com

Professional Summary

Financial Accountant with 4+ years of experience managing the full accounting cycle, controlling costs, and preparing **IFRS-compliant** financial reports in Saudi Arabia and Egypt. Experienced in **bank reconciliations**, accounts payable and receivable, **month-end and year-end close**, and **ZATCA** compliance, including e-invoicing. Proficient in **Odoo** and **ERPNext** finance modules, advanced Excel, and finance automation tools used to improve reporting accuracy, accelerate period close, and strengthen internal controls.

Professional Experience

Financial Accountant & Cost Controller

Keffah Al Sharq Group - Saudi Arabia | Feb 2023 - Present

- Manage the **full accounting cycle**, including journal entries, general ledger maintenance, and period-end close.
- Prepare **IFRS-compliant financial statements**, including the statement of financial position, statement of profit or loss, and statement of cash flows.
- Perform **monthly bank reconciliations** and investigate and resolve discrepancies.
- Manage **accounts payable and receivable**, petty cash, and employee advance settlements.
- Prepare and file **VAT and withholding tax returns** and support Zakat/income-tax compliance in line with **ZATCA** requirements.
- Monitor project costs and prepare cost-analysis and variance reports for management.
- Configure and operate **Odoo ERP** finance modules, including the chart of accounts, cost centers, and tax templates.
- Build custom ERP financial reports and streamline recurring accounting procedures.
- Apply automation tools to invoice processing, data entry, and reporting workflows.

Economic Researcher & Financial Analyst

Misr Capital - Project Evaluation & Investment Advisory - Egypt | Apr 2022 - Jan 2023

- Conducted **financial and economic feasibility studies** for major investment projects, including Cairo Steel Factory and Shads Hospital.
- Built **financial models** to calculate ROI, NPV, and IRR and assess investment risks.
- Analyzed market sectors, industrial machinery costs, and real estate market conditions.
- Produced decision-ready financial reports for senior management and strategic investment decisions.

Accountant

Al-Rashideen Office for Accounting & Auditing - Egypt | Jan 2022 - Mar 2022

- Prepared trial balances and **IFRS-compliant financial statements**.
- Supported company-formation procedures and statutory compliance with government authorities.
- Liaised with tax authorities and supported tax-file reviews and tax examinations.

Education & Languages

- **Bachelor of Commerce, Economics Major** - South Valley University, Faculty of Commerce, Egypt (2020) | Grade: Good
- **Languages:** Arabic (Native) | English (Professional Working Proficiency)

Professional Skills

Accounting & Period Close

General ledger and full accounting cycle; month-end and year-end close; account reconciliations; IFRS reporting; trial balance; accruals and prepayments; cost control; variance analysis; budgeting and forecasting.

Tax, Compliance & Controls

VAT and withholding tax; ZATCA Phase 1 and Phase 2 e-invoicing requirements; bank reconciliations; AP/AR; fixed assets; internal controls; external audit support.

ERP Systems & Finance Tools

Odoo and ERPNext: finance-module setup, chart of accounts, cost centers, tax templates, and custom reports.

Excel: PivotTables, VLOOKUP, XLOOKUP, and Power Query. Google Sheets for operational reporting and financial data tracking.

Accounting Automation & AI

AI-assisted invoice processing and structured-data extraction; recurring journal-entry workflows in Odoo and ERPNext; n8n and server scripts for approvals, notifications, collection reminders, and account matching; ERP reports linked to banking, POS, and inventory data.

Certifications & Memberships

- **SOCPA Membership** - Saudi Organization for Chartered and Professional Accountants (2024)
- **Accounting Fundamentals** - Corporate Finance Institute (CFI) (2023)
- **Financial Planning & Wealth Management** - Corporate Finance Institute (CFI) (2023)
- **Professional Trainer Preparation Certificate** - Future Gate Center

Key Achievements

- Maintained **on-time compliance with ZATCA VAT-filing and e-invoicing requirements**, with no late submissions or penalties.
- Led **Odoo ERP finance-module configuration**, including the chart of accounts, cost centers, tax templates, and custom reports.
- Developed **custom ERP financial reports** that improved the availability of management data and reduced reliance on manual Excel exports.
- Delivered **financial feasibility studies** for investment projects with a combined value exceeding **USD 10 million**.
- Automated **invoice processing and recurring journal entries** in Odoo and ERPNext, reducing manual work and supporting a faster month-end close.