

SHAS

FINANCIAL CONTROLLER | FINANCIAL ANALYST

If hiring or know of a job matching this client-candidate, please call 647-773-8899, [email](#) or [Book an Appointment](#)

There are no fees or charges of any kind to hire through any [Nigel Corneal BDM Service Network Inc.](#) service.

KEY SKILLS

Forecasting & Budgets	<div style="width: 100%; height: 10px; background-color: yellow;"></div>
Financial Reporting	<div style="width: 100%; height: 10px; background-color: yellow;"></div>
Revenue Analysis	<div style="width: 100%; height: 10px; background-color: yellow;"></div>
Strategic Planning	<div style="width: 80%; height: 10px; background-color: yellow;"></div> <div style="width: 20%; height: 10px; background-color: black;"></div>
Hotel Management	<div style="width: 80%; height: 10px; background-color: yellow;"></div> <div style="width: 20%; height: 10px; background-color: black;"></div>

SOFTWARE

- ✓ Oracle R12 - GL, AP, IM, PO & FA
- ✓ MS Excel
- ✓ Opera
- ✓ MS Word
- ✓ MS Access

DESIGNATION

CMA in progress

Expected completion June 2020

COURSES

Hotel Management

May 2010

EDUCATION

Bachelor of Commerce

May 2008

PROFILE

- A result driven, self-motivated, and resourceful Financial Professional with proven skills in key financial data support and reporting to assist in key business decisions.
- Strong financial control and reporting skills, rigorously ensuring that all statutory and corporate obligations are met.
- Excellent communication and relationships building skills within and outside of a finance department employed in presenting complex financial information to colleagues with a high degree of clarity.

WORK EXPERIENCE

REGIONAL FINANCIAL ANALYST/CONTROLLER

Mar 2018-Present

██████████ Hotels

- Responsible for accounting and financial control within all hotels in Madinah region.
- Analyze hotels expenditures, wages, GOP% against business performance to identify cost reduction areas to ensure cost effectiveness and accurate forecasts submission to meet budgets of each hotel.
- Maximize cash flow performance of hotels through controls and managing procedures on inventory, credit and collection, disbursements, deposits, and remittances.
- Enforce, document, and establish adequate controls for all revenues, expenses, protection of assets.
- Ensure controls that satisfy or improve the level of guest service.
- Maintain accurate and timely financial and operating information; providing analysis, interpretations and projections to the management and regional team as required.
- Utilize leadership skills and motivation to maximize employee productivity and satisfaction.
- Develop best practice financial accounting and control procedures and continually review the process and procedures to maximize impact and efficiency.
- Oversee timely submission of financial statements, quarterly reports, and forecasts.

FINANCIAL CONTROLLER

Feb 2016-Feb 2018

██████████ Hotel

- Supervised, directed, and monitored all financial operations of the hotel.
- Implemented strict measures in safeguarding assets of the hotel.
- Reviewed the P&L and BS monthly, as well as underlying account reconciliations to ensure integrity of the data and identify potential cost savings.
- Maintained compliance with all legal requirements, finance and accounting policies and procedures of the hotel.
- Verified and inspected sales, purchases, and expenses daily. Prepared and presented monthly financial reports to the CFO.
- Prepared monthly and quarterly forecasts and annual budgets.
- Assisted internal and external auditors with required documents.

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CERTIFICATIONS

- Strategic Leadership, 2017
- Building Trust and Delegation of Authority, 2017
- People Management, 2017
- Oracle R12 GL, 2015
- Supervisory Skills, 2014
- Effective Budgeting & Cash Flow Management, 2012
- Customer Care Management, 2010
- HACCP, 2009
- Civil Defense, 2009
- Distinguished Performance, 2008
- Bienvenue chez Accor, 2002

LANGUAGES

- ✓ English
- ✓ Arabic
- ✓ Urdu

WORK EXPERIENCE Continued

FINANCIAL CONTROLLER

Jan 2011-Jan 2016

Hotels

- Conducted cash flow analysis and oversaw other financial activities.
- Ensured timely submission of monthly financial reports.
- Supervised and evaluated performance of financial employees.
- Worked closely with the General Manager and accounting team to ensure all financial goals were achieved.
- Verified and inspected sales, purchases, and expenses daily.
- Prepared monthly and quarterly forecasts and annual budgets.
- Assisted internal and external auditors with required documents.

FINANCE MANAGER

Oct 2009-Dec 2010

Hotel

- Monitored cash disbursement to various departments and maintenance of reports.
- Ensured timely submission of monthly financial reports.
- Supervised and evaluated performance of financial employees.
- Maintained business relationships with banks, vendors, and subcontractors.
- Liaised with accounting and cross-functional departments.
- Assisted internal and external auditors with required documents.
- Resolved guests' issues related to billing and services.

CHIEF ACCOUNTANT

Jul 2007-Sep 2009

Hotel

- Proofread and edited journal entries prior to posting to ensure accuracy; assisted in budget preparations.
- Conducted and ensured smooth and trouble-free monthly closings, profit/loss, and balance sheet preparations.
- Prepared payment schedules, bank reconciliations, and monthly internal financial reports to assist financial controller with planning.
- Supervised and managed 9 team members.
- Resolving guest issues related to billing and services.

ACCOUNTANT

Feb 2000-Jun 2007

Hotel

- Ensured daily posting of revenues and expenses to appropriate books.
- Prepared, monitored and followed-up A/R payments.
- Monitored accounts payables.
- Prepared accurately sales/occupancy reports.
- Prepared and posted journal entries.
- Assisted financial controller with monthly tasks.