

Mohammed Kassem

(Financial Accountant)

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Jeddah, Saudi Arabia

Objective

Experienced Financial Accountant with over 14 years of progressive experience in accounting and financial management within the food, hospitality, and contracting industries. Skilled in preparing financial statements, handling tax filings, managing payroll systems, and implementing cost-saving controls. Adept at streamlining accounting processes and supporting business growth by providing accurate financial insights. Strong collaborator with cross-functional teams and senior management.

EDUCATION

Bachelor's Degree in Commerce

- Cairo, Egypt - Ain Shams University - Faculty of Commerce | 2006 – 2010

Work Experience

Financial Accountant | Amal Hospitality Company for Beverage Services – Jeddah | 2024 – 2025

- Managed monthly bank reconciliations.
- Managed monthly payroll for all employees.
- Controlled inventory and ensured loss prevention.
- Submitted quarterly tax returns to Zakat & Income Authority.
- Recorded daily financial transactions (sales, purchases, expenses).
- Prepared financial statements and discussed findings with the finance team.

Financial Accountant | Arabian Skill Corporation Trading & Contracting – Jeddah | 2023 – 2024

- Supervised payroll and inventory control.
- Managed contractor accounts and receivables.
- Oversaw daily journal entries and expense reports.
- Generated tax invoices and extracts for all projects.
- Conducted monthly reconciliations and prepared final accounts.
- Created profit & loss reports per project and analyzed with GM and engineers.

Financial Accountant | Qitaf Foodstuff Corporation – Jeddah | 2021 – 2022

- Submitted quarterly tax filings.
- Managed payroll processing for all staff.
- Maintained inventory and mitigated losses.
- Handled daily accounting entries for all operations.
- Conducted monthly financial closings and reconciliations.

Financial Accountant | Bait Al-Tamiya Restaurant Group – Jeddah | 2012 – 2020

- Filed quarterly tax returns.
- Maintained daily entries and reconciliations.
- Supported the expansion from 4 to 20 branches.
- Ensured accurate payroll and inventory management.
- Participated in monthly closings and financial analysis.

Financial Accountant | Sultana Seafood Company – Jeddah | 2010 – 2011

- Recorded daily financial transactions.
- Controlled inventory and managed salaries.
- Reconciled bank accounts and finalized monthly reports.

SKILLS

- Payroll Management
- Inventory & Cost Control
- Financial Reporting & Analysis
- Budget Preparation & Forecasting
- Tax Filing & Compliance (Zakat & VAT)
- Bank Reconciliations & Account Closings
- Accounts Payable & Receivable Management
- Team Collaboration & Cross-Department Communication
- Proficient in Accounting Software (Excel, QuickBooks, SAP)
- Profit & Loss Reporting and Financial Performance Analysis

LANGUAGES

- Arabic: Native
- English: Intermediate