

CURRICULUM VITAE

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Name: EZZAT DIAB

Education: Bachelor of Commerce.
Passed in 1997.
Alexandria University Egypt.

Division: Accounting.



Certification:

1. Certified Public Accountant by Ministry of Finance Egypt.
2. Trust Group Ltd. Partner with London Bridge College (UK) Ltd. for Modern Financial Analysis.

Work Experience: 26 years.

Position held: CFO

Key Skills:

Leadership, Analytical skills, Communication and business, Interpersonal, Critical thinking, Judgment and decision making, Time management, Management of financial/personal resources and Complex problem solving.

Work Experience:

A. MAIS Group Mekkah KSA.

1. Dar Mothmera Contracting.
2. Tomorrow Vision International schools.
3. MAIS Kitchens for Catering.

Duration: December 2022 up to Present.

Position: Group CFO



مجموعة محمد السليم (مايس)
Mohammad Alsalem Group



Dar Mothmerah
دار مئمره للمقاولات



مدارس
رؤية
الأهلية
Future Vision Private Schools



MAIS KITCHENS
مطابخ مايس المتميزة

Planning, **organizing**, managing and executing the finances and financial goals of the **group**

- Managing the accounting department
- Forecasting budgets
- Managing cash flow and monthly B & L.
- Working with Auditors, Investors and overseas Partners.
- Keeping accurate records of group accounts.
- Compliance with government regulations (like Zakat & VAT)
- Maintaining relationships with relevant banks and insurance
- Obtain and Manage needed Bank facilities.

B. ABA international group Jeddah KSA (ANGELINA Paris)

Duration: February 2016 up to July 2022.

Position: Group CFO



Planning, **organizing**, managing and executing the finances and financial goals of the **group**

- Managing the accounting department
- Forecasting budgets
- Managing cash flow and monthly B & L.
- Working with Auditors, Investors, franchisors, and overseas Partners.
- Keeping accurate records of group accounts.
- Compliance with government regulations (like Zakat & VAT)
- Maintaining relationships with relevant banks and insurance
- Obtain and Manage needed Bank facilities.

C. KRIMMLEY - GROUP OF COMPANIES JEDDAH KSA.

1. Krimmley contracting company Ltd. Jeddah KSA.
2. UTE (Universal Technology & Environmental) Co. Ltd.
3. TIA International Est.
4. Jade jewelries.
5. SS Pipes. (Saudi specialize pipes factory).
6. KPC. (Krimmley Crusher Plant).
7. Boniter Saudia for Contracting Est.

Duration: April 2003 to till January 2016.

Position: Finance manager

Specific Responsibilities:

- Handles full spectrum of financial and cost accounting roles, investing, forecasting, budgeting, etc.
- Responsible for day-to-day finance and accounts operations of all branches.
- Ensures that accountants are performing a full set of accounts and ensure timely closing of accounts.
- Performs project cost forecasts/budgets, cost tracking, monitoring, and controls for all brands
- Responsible for timely monthly consolidated financial statements, payments, cash-flow management reporting to the CEO and COO
- Performs cash flow forecasting, budgeting, and working closely with the operations teams in analyzing margins, variances and cost analysis
- Issues cost reports for review and approval
- Manages the development and maintenance of internal control and effective accounting system and policies for the setup.
- Works consultatively with other departments on cost reduction initiatives.
- Prepares and corrects financial statements, reports, budgets, etc.
- Responsible for closing books at year-end upon completion of the annual audit
- Responsible of the general ledger month-end close presentation of the balance sheet and income statement results and analysis to the CEO and COO.
- Responsible for analyzing financial statements on a monthly basis and reporting on variances
- Prepares a monthly account analysis of balance sheet and income statement accounts for each brand.
- Prepares and direct the preparation of audits, financial statements and varied fiscal reports.
- Reviews and recommends modifications to accounting systems and procedures.
- Provides technical support to external auditors, related to taxes, VAT and assists them in order to provide the correct reports to the Ministry of Finance, Zakat, Banks, and related parties.
- Analyzes revenues, commissions, and expenses to ensure they are recorded appropriately on a daily and monthly basis.

Build and develop Banks relationship.

- Arrange and manage the company needed Banks facilities.
- Negotiate and reduce the Bank commission and fees.
- Restricting and amending bank dues to match company cash flow.
- Arrange and negotiate Zakat & VAT statements till achieving the final Tax certificate.

C. GEORGE NAEEM GERGES AUDITING OFFICE; EGYPT.

Duration: June 1998 to April 2003.

Position: Auditing Group Leader.

Specific Responsibilities:

- Leading, managing and developing an effective Audit team.
- Planning and scoping Audit assignment effectively.
- Responsible for all Auditing operations.
- Preparing Company's yearly Audited Finance statements.
- Preparing Taxes declaration.
- Producing Audit reports to meet the required standard for reporting to senior management.

Personal information:

Marital Status:	Married
Date of Birth:	27 th Sep.1975
Nationality:	Egyptian
Present Address:	Jeddah-KSA.
Languages Known:	Arabic & English.

EZZAT DIAB.