



Sayed Ali Abdulla Sharaf

Senior Financial Officer

Extensively experienced and goal-oriented professional accountant with a demonstrated track record of leading the preparation and analysis of financial reports to summarise and forecast financial position. Proven expertise in driving efficiency and productivity through evaluation of financial management systems and implementation of process improvements. Talented leader directing highly skilled financial management team to support achievement of overall corporate goals and objectives.

Experience

Senior Financial Officer - Medgulf Takaful Jan 2018-Present

- Assist in the preparation of annual financial statements Assist with annual and budget preparation.
- Prepare monthly reports , Prepare, post and control accounting journals ,
- Managing and Assist with the monitoring of revenue and expenditure to budget.
- Dealing with Insurance Claims when necessary.
- Managing Reconciliation of bank statements .
- Assist to maintain accounting systems ,
- Maintain Asset Registers , including acquisition, disposal, write-offs, depreciation , Prepare fixed asset reports .

Financial Officer - Medgulf Takaful Aug 2016 - Dec 2017

- Managing and controlling accounts payable and receivable.
- Reconciliation of bank statements.
- Managing records and receipts, Reconciling daily, monthly and yearly transactions.
- Update financial records with recent transactions and changes, Perform finance analysis, reporting and management tasks.

Accountant - Bahrain Rubber Com. Nov 2015 - Aug 2016

- Dealing with account receivable and payable.
- Prepare outstanding reports related to suppliers and customers.
- Follow up with customers regarding the payments.

Accountant - Ramsis Engineering July 2015 - Aug 2015

Accounting internship

Accountant - Arab Insurance Group July 2012 - Aug 2012

Accounting internship

Education

Bachelor in Accounting 2010-2015

UNIVERSITY OF BAHRAIN

High School Graduate 2007-2010

AL TAAWOON SECONDARY SCHOOL

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Email
saaasharaf@gmail.com

Nationality
Bahraini

Date of birth
22 November 1992

Skills

Good dealing with people

Team Management

Ability to work under pressure

Reliable and hard working

MS Office

Leadership

English ● ● ● ●

Arabic ● ● ● ● ●