

# Sara Mohamed Gafar Mohamed Ali

Phone: +966539764854/ Email: [saramoh\\_10023@hotmail.com](mailto:saramoh_10023@hotmail.com)

Riyadh – Al malaz – algamaa street

## SUMMARY

I want to improve my professional skills and experience within a company who offers perspective and excellence in quality, as well as an environment of confidence and teamwork. Seeking a challenging position in a progressive and professional organization that offer career growth opportunity and values its human resources and performances.

## Work Experience

### **Chief Accountant in financial Dept.**

3/12/2023 UP TO Now

Banoon Alkhair Trading Com

RIYADH. KSA

- Producing accurate financial statements and reports, which are crucial for decision-making processes. and plays a vital role in developing and implementing financial policies and systems.
- planning, implementing, managing, and controlling the finance, accounting and cash related activities of the company.
- Monitoring and following up the balances of customers, suppliers and bank accounts.
- Preparing the VAT tax report and following up on the accounts with the external auditor
- Providing monthly and quarterly reports to owners.

### **Chief Accountant in financial Dept.**

1/3/2022 UP TO 15/4/2023

Naima for mining

North Khartoum .Sudan

- Monitoring and following up the balances of customers, suppliers and bank accounts.
- Preparing the value addition report and following up on the accounts with the external auditor.
- Providing monthly and quarterly reports to owners.
- Collecting and studying data to determine the costs of the activity at the level of all activities.
- Analyzing changes in cost components and evaluating products to determine the implications of costs.
- Preparing lists of industrial costs and product costs.

**Senior Accountant in financial Dept.**

15/12/2019 UP TO 30/11/2021      ZAMZAM College University      Khartoum. Sudan

- Keeping accounts Cash Deposit and checks.
- Reviewing and monitoring expenses.
- Reconciliation of bank book balance with bank statement.
- Monitoring the Expenses and deposit from the student.
- Keeping creditors accounting.
- Preparation of accounting and financial reports per month

**Financial Accountant in financial Dept (as Financial Manager duets) :**

1/4/2016 UP TO 30/11/2019      DANIA TRAVEL AGENCY      Khartoum .Sudan

- Provide support to senior management in managing operations against budget and strategic goals on a daily, monthly annual basis
- Provide overall financial cost accounting support
- Manage monthly financial closings
- Insure accurate general ledger account balances
- Prepare organization / product level financial statements management financial reports
- Assist in coordinating financial internal audits
- Assist in developing and monitoring internal control policies, procedures controls
- Prepare the budget and submit it to the auditor

**Senior Accountant in financial Dept.**

1/5/2012 UP TO 31/5/2015      LOW-COST TRAVEL CENTER      Khartoum. Sudan

- Monitor balances airline AYATA .
- Reviewing and monitoring expenses for all branches.
- Reconciliation of bank book balance with bank statement.
- Controlling & Monitoring activity of branches.
- Reporting profit& loss for all branches every month.
- Analysis of profit &loss and the performance of activity for all branches.
- Payroll sheet for all branches

**Senior Accountant in financial Dept.**

1/1/2009 TO 30/6/2011      UAE EXCHANGE      Khartoum. Sudan

- Money Transfer via exchange or banks account to country that deal with Sudan
- Change currencies.
- Cashier
- Receive foreign transfers.

## ACCOUNTANT

1/5/2007 TO 21/4/2008

D'Tasi POULTRY COM

Khartoum. Sudan

- Customer accounts
- Bank accounts and banking transactions with foreign suppliers
- Sales of vaccination and drugs of poultry
- Cashier

### Sales Representative in marketing research dept

1/4/2004 TO 30/8/2005

PAN ARAB RESEARCH COM

Jeddah.ksa

- View product project through interviews with the public by telephone.
- Questionnaires for each customer.

## Education & Professional Qualification:

May 2014

Sudan Academy for Economic and Social Studies

Khartoum. Sudan

(MBA) Master business Administration

JAN 2004

SUDAN University OF Scince & Technology

Khartoum. Sudan

BSc of business studies accounting department

## SKILES

- Well oriented With Office Equipment.
- Well oriented With Microsoft Office & internet.
- Leadership
- Team work
- Hardworking
- Effective Communication and interpersonal skills
- Problem solving

## :Languages

English: fluent

Arabic: Native

## : Personnel Information

Birth Date : 21/8/1981

Social Status : single

Nationality : Sudanese

جمهورية السودان

Republic of the Sudan

SUDAN ACADEMY OF SCIENCES



0000681



## CERTIFICATE

This is to certify that the Senate of Sudan Academy of Sciences  
has awarded

**SARA MOHAMED JAFER MOHAMED ALI (Sudanese)**

The degree of **Master**

In **Business Administration (MBA)**

Council of **Economic, Social & Humanities Studies**

On **May, 19<sup>th</sup> 2014**

SENATE CHAIRMAN

ACADEMIC SECRETARY

COUNCIL CHAIRMAN

REGISTRAR

Date: **29/6/2014**



Stamp

*( Any alterations or changes make the certificate invalid )*





بسم الله الرحمن الرحيم  
جمهورية السودان

THE REPUBLIC OF THE SUDAN



جامعة السودان للعلوم والتكنولوجيا  
Sudan University of Science & Technology  
COLLEGE OF BUSINESS STUDIES

B 0016083

## CERTIFICATE

We the undersigned hereby certify that the Senate has awarded:

SARA MOHAMED JAFFER MOHAMED ALI (SUDANESE) the Degree of  
Bachelor of Science in Business Studies (ACCOUNTING) after completing the  
prescribed course and passing the Final Examination.

CLASS OF AWARD : SECOND CLASS - DIVISION TWO.

DATE OF AWARD : JANUARY 2004.

DATE OF ISSUE : 18.6.2008.

  
BADERELDIN ADAM ABDRASOUL  
Registrar

  
DR. MUSA HASABALRASOUL KHEIRELSID  
Dean

  
Dr. ABDEL RAHMAN E. MOHAMED  
SECRETARY OF ACADEMIC AFFAIRS



"ANY ALTERATION INVALIDATES THE CERTIFICATE"

بسم الله الرحمن الرحيم  
جامعة السودان للعلوم والتكنولوجيا  
كلية الدراسات التجارية  
قسم المحاسبة  
شهادة كورس الحاسوب

التاريخ: 13 / 9 / 2006

بهذا تشهد بأن الطالب/الطالبة / سارة محمد جعفر محمد علي درست ضمن منهج بكالوريوس  
المحاسبة مادة الحاسوب وتضمنت البرامج التالية:

Introduction  
Operation  
Windows  
Word  
PowerPoint  
Excel  
Access  
Internet Applications



1. مقدمة
2. تشغيل
3. وندوز
4. ويرد
5. بوربونت
6. اكسل
7. اكسس
8. تطبيقات الإنترنت

د. بابكر إبراهيم السيد  
رئيس القسم



**To Whom It May Concern**

This is to certify that **Miss Sara Mohamed Gafer Mohamed Ali** was working at **Dania Travel & Tourism Agency** As **Financial Manager** from 1/4/2016 to 30/11/2019 .

During this period, her services were found to be satisfactory in carrying out the job duties, her responsibilities were to:

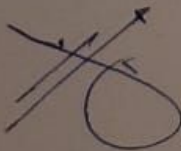
- 1) Provide support to senior management in managing operations against budget and strategic goals on a daily, monthly annual basis
- 2) Provide overall financial cost accounting support
- 3) Manage monthly financial closings
- 4) Insure accurate general ledger account balances
- 5) Prepare organization / product level financial statements management financial reports
- 6) Assist in coordinating financial internal audits
- 7) Assist in developing and monitoring internal control policies, procedures controls

We wish her all the best in his future

**This certificate is released without any liability from the Agency and upon request**

**Khalid Ali Mohamed**

**G. Manager**





بسم الله الرحمن الرحيم



D'Tasi

**خدمات وتقنية التنمية (العالمية)**  
Development Technolagy  
and Services International

Date : .....

.....  
2008/7/6م

التاريخ

Ref : .....

.....

الاشارة

شهادة لمن يهمهم الامر

تشهد شركة خدمات وتقنية التنمية العالمية (ديتاسي) بان الانسة/سارة  
محمد جعفر محمد علي قد قضت فترة تدريبية بالادارة المالية وذلك للفترة  
2007/2/6 وحتى 2008/4/30م ، وتم تعيينها من الفترة 2007/5/1 وحتى  
2008/4/21م .

حررت لها هذه الشهادة بناء علي طلبها بدون اي مسئولية تجاه الشركة.

محمد عمر الحاج

المدير العام







## LOW COST TRAVEL CENTER

شركة أي ميلينيوم للحلول المتكاملة المحنودة

## مركز السفر الاقتصادي

الخرطوم: شارع القصر - بنك أمدرمان الوطني - ت: 0155778888

شارع الجمهورية - عمارة الناظر - الطابق الأرضي - ت: 0155778162

الخرطوم: السوق العربي - شارع السيد عبد الرحمن ت: 0154994155

أمدرمان: شارع الموردة - جنوب صيدلية المك نمر - ت: 0155771888

[noura.fahmi@lowcosttravelcenter.com](mailto:noura.fahmi@lowcosttravelcenter.com)

بسم الله الرحمن الرحيم

٢٠١٥/٦/١٥ م

## شهادة خبرة

يشهد مركز السفر الاقتصادي بأن الاستاذة /سارة محمد جعفر محمد علي قد عملت بمركز السفر الاقتصادي خلال الفترة من ٢٠١٢/٥/١ وحتى ٢٠١٥/٥/٣١ في وظيفة محاسب ولقد كانت ممتازة في عملها وسلوكها وعلاقتها حميمة مع رؤسائها وزملائها مع امنياتنا لها بالتوفيق والسداد.

حررت هذه الشهادة بناءً على طلبها من غير أي مسؤولية علي المركز .

الإدارة

مركز السفر الاقتصادي



## TO WHOM IT MAY CONCERN

This is to certify that **Ms. Sara Mohamed Jaffar** was employed with us at Our Afra Mall Branch as Single Window Cashier staff from 01.01.2009 till 30.06.2011. During her tenor with us, we found her responsible, hard working and honest and satisfied with her performance.

During the period she was with us, **Ms. Sara Mohamed Jaffar** has shown excellent attitude towards her work, has been a popular member of our team, and contributed to our success.

Due to her skills, commitment and continued hard work, we wish her success in her future endeavors.

This certificate is issued upon her request without any liability to UAE Exchange Centre LLC, Sudan.

For UAE Exchange Centre LLC, Sudan



**Siddig Ismail**  
Executive Manager

Dated 18.09.2011,

## Zagros Trading Enterprises

Alsoog Alaraby- Alkaris Building

1<sup>st</sup> Floor/flat No.2

Tel: 00249 183876288

Fax:00249 183773381

P.O Box 13292

Khartoum/Sudan

22/5/2016

شهادة لمن يقدم الامر

نشهر بان الاستافة/سارة محمد جعفر قد عمل معنا في وظيفة محاسب (اعتبار) من  
٢٠١٥/٦/١ حتى تقدر من باستقالتها في ٢٠١٦/٢/٢٩ وهي بذلك خالية الطرف من كل  
الاورام وارقام هذا الكيان

وهذا منا للاعتاد

حررت لها علي حسب رغبتها

المدير العام:

طارق  
مدير الاعيان الكاكي



## TO WHOM IT MAY CONCERN

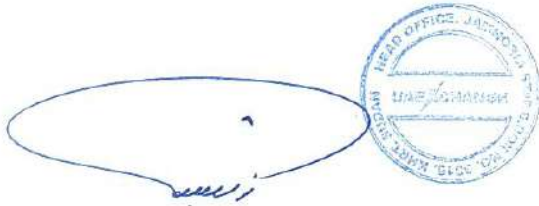
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For UAE Exchange Centre LLC, Sudan



**Siddig Ismail**  
Executive Manager

Dated 18.09.2011,





**LOW COST TRAVEL CENTER**

شركة أي ميلينيوم للحلول المتكاملة المحدودة

**مركز السفر الاقتصادي**

الخروطوم: شارع القصر - بنك امدرمان الوطني - ت: 0155778888  
شارع الجمهورية - عمارة الناظر - الطابق الأرضي - ت: 0155778162  
الخروطوم: السوق العربي - شارع السيد عبد الرحمن ت: 0154994155  
امدرمان: شارع الموردة - جنوب صيدلية المك نمر - ت: 0155771888  
[noura.fahmi@lowcosttravelcenter.com](mailto:noura.fahmi@lowcosttravelcenter.com)

Date:15.06.2015

## Experience Certificate

This is to certify that **Ms. Sara Mohamed Jaffer Mohamed Ali** was working at **low cost travel center** in financial dep as Seiner Accountant from 1/5/2012 to 31/5/2015 .

During her tenure, we found her very active and highly committed team player with strong conceptual knowledge of Accountancy Moreover; her services were found to be satisfactory.

We wish her all the best in her future endeavors.

We issued this certificate upon her request





D'Tasi

**خدمات وتقنية التنمية (العالمية)**  
Development Technology  
and Services International

Date : .....

Ref : 2008/7/6 .....

..... خ  
..... رة

**To whom it my concern**

This to certify that miss Sara Mohamed Jaffer Mohd Ali joined D'tasi on 6/2/2007 up to 30/4/2007 as atrainee. She joined the company on 1/5/2007 up to 21/4/2008 in the financial department for 1 year contract .

This certificate is issued without any responsibility to D'tasi Co.

Mohammed Omer

General Manager

