

Mahmoud Khairy

PROFESSIONAL SUMMARY

Emerging accounting professional ready to develop career foundation with expanding operation. Dedicated to keeping records accurate and controls tight to meet all business needs. Systematic and well-organised with strong attention to detail, mathematical acumen and GAAP knowledge.

WORK HISTORY

Senior Account 01/2021 – 06/2024
Carawan Al Fahad Hotel - Riyadh, KSA

- Prepared VAT and income tax forms .
- Created quarterly and yearly balance sheets to track financial trends and performance.
- Updated journal entries and accounts on accrual .
- Analysed monthly balance sheet accounts for corporate reporting.
- Accurately documented all cash, credit, fixed assets, accrued expenses and line of credit transactions.
- Analysed monthly reporting to reconcile production operations and general ledger.
- Created periodic reports comparing budgeted costs to actual costs.

Account payable-payroll Master 02/2019 – 01/2021
Carawan Al fahad hotel (115 Rooms) - Riyadh, Saudi Arabian

- Generated and presented monthly financial statements to senior management.
- Managed entire accounting cycle from data collection and analysis.
- Managed and prepared journal entries and reconciliations to support monthly general ledger closing activities.
- Analysed files and accounts for discrepancies, accurately resolving variances.
- Reconciled accounts from income and expense data to net worth and assets.
- Analysed monthly reporting to reconcile production operations and general ledger.
- Created periodic reports comparing budgeted costs to actual costs.
- Accurately documented all cash, credit, fixed assets, accrued expenses and line of credit transactions.






Income Auditor 01/2017 – 12/2018
Le MERIDIEN (1446 Rooms 8 Outlets) - Hurgada, Egypt

- Planned and executed accounting audits to validate records and systems for compliance with UK Generally Accepted Accounting Principles (GAAP).
- Executed fraud investigations to uncover faults and recover funds.
- Prepared comprehensive audit reports, facilitating accurate measurement of audit findings against set KPIs.

EDUCATION

Bachelor of commerce: 05/2018
Cairo university - Cairo, Egypt

CONTACT

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 14/05/1996
 Egyptian

SKILLS

- Regulatory compliance
- Closing processes
- Cash Flow analysis
- Payroll processing
- Account reconciliation
- Financial statements expertise
- Accounts receivable
- Accounts Payable/Accounts Receivable
- Account reconciliation processes
- Accounts payable
- Accounts Payable and Receivable (AP/AR)
- Month-end processes

LANGUAGES

English C2
Proficient

PROGRAMS

Sun Infor System
opera PMS
Opera Sales & Catering
Micros POS
Materials Control MC
Wish net
Al Motakam