

The knowledge and insights to uncover opportunities...

*Offering Accounting And finance
Management In business Language*



MAHAMOOD K.P.

ACCOUNTING & FINANCIAL PROFESSIONAL

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CAREER OBJECTIVE

*Secure a responsible career opportunity to fully
utilise my experience, knowledge and skills, while
making a significant contribution to the success of
the company.*

EDUCATION AND CREDENTIALS

CII	Certificate in Insurance Chartered Insurance Institute, UK - 2016
CMA	Certified Management Accountant The Institute of Certified Management Accountants - 2013
PGDFM	P G Diploma in Financial Management Amity University - 2011
B. Com	Bachelor of Commerce Calicut University - 1988
IFRS	International Financial Reporting Standards American Institute of CPAs - 2014
SIX SIGMA	Course on Six Sigma EIBFS - 2017
VAT(GCC)	Course on Value Added Tax (VAT) Kaplan Genesis, Dubai - 2017

PROFILE SUMMARY

*An accredited professional with
qualification in Accounting and Finance
Management with over 25 years of
experience. Hands- on experience in entire
finance functions including maintenance &
finalization of accounts, financial analysis,
profit monitoring, costing, budgeting and
building internal financial controls.*

CORE COMPETENCIES

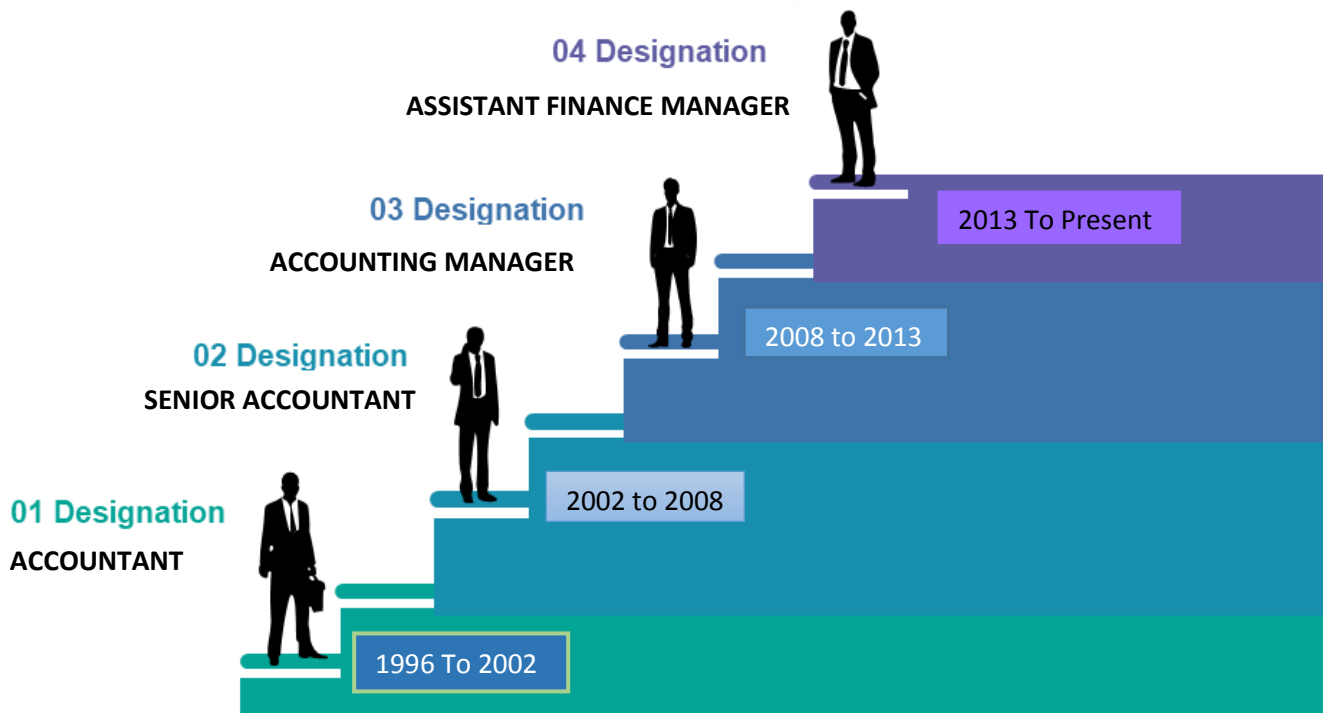
- Prepare financial management reports ensuring accurate and timely monthly, quarterly and yearend close processes, establish and monitor the implementation and maintenance of accounting control procedures.
- Compile and analyse financial information to prepare financial statements including monthly and annual accounts and ensure financial records are maintained in compliance with accepted policies and procedures.
- Analyse business operations, trends, costs, revenues, financial commitments, and obligations, to project and simulate future scenarios, revenues, and expenses or to provide advice for optimisation.
- Develop, analyse, and maintain budgets, preparing periodic reports that compare budgeted costs to actual costs ensuring best practices and compliance of company standards and principles.
- Produce and present insightful analyses of specific areas of business performances as and when required by various department heads through detailed presentations.
- Recommend or develop efficient use of resources and procedures, provide strategic recommendations and maintain solutions to business and financial problems.
- Monitor and support taxation requirements, develop and maintain financial databases, and prepare for financial audits and coordinate the audit process.

ALL ROUND EXPERIENCE

CAREER TIMELINE AND CYCLE-1

COMPANY NAME: QATAR GENERAL INSURANCE & REINSURANCE CO.

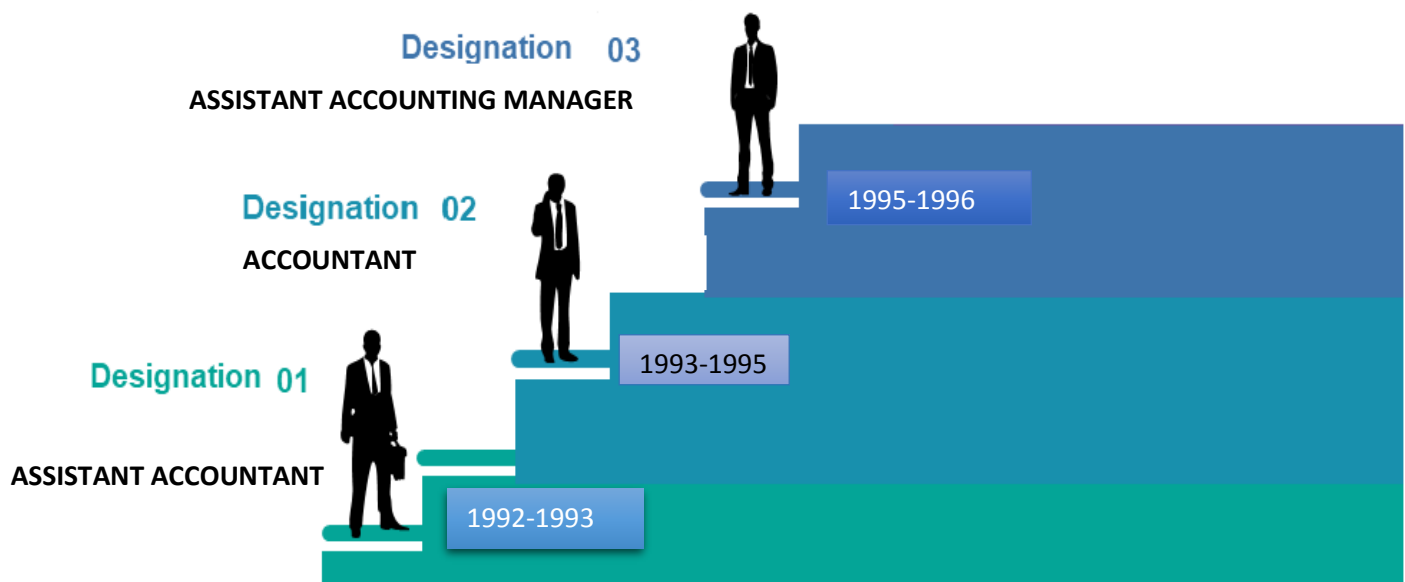
TENURE : 1996 to Present



CAREER TIMELINE AND CYCLE-2

COMPANY NAME: GALADARI ENGG.WORKS-DUBAI

TENURE : 1992 To 1996



JOB DESCRIPTION AND DUTIES

- Preparation of monthly, quarterly and annual financial statements as per the management and regulator's policies.
- Prepare and provide reports of monthly cash flow, funds position, and future cash flow.
- Review and reconcile monthly underwriting data, GWP, RI, commission, claims paid and claims reserve with TB and IT parallel reports.
- Upload monthly payroll journals into Oracle system and review advance, recoveries and EOSB accounts.
- Provide information required by Head Officer and meet the deadlines for periodic deliverables.
- Responsible for collating and compiling information required for regulatory reporting (Local & Foreign).
- Monthly verification, reconciliation and generating required documents for IBNR, UPR, and outstanding claims.
- Conduct review of bank reconciliations, inter-company accounts, and other balance sheet reconciliations
- Periodic evaluation of performance by analysing budgeted figures with actual figures.
- Prepare and review periodical reports of Age Analysis, brokers production, Channel/Branch wise debtors' position for management review.
- Liaison with external as well as internal auditors and responsible for timely completion of the audit.
- Prepare periodic client analyses with loss ratio to take actions for a line of business.

KEY ACHIEVEMENTS AND CONTRIBUTIONS

- ***Directly involved in the ORACLE implementation in 2010 replacing the UNIX based software.***
- ***Streamlined procedures by strengthening accounting controls and shortening the month-end closing processes, overhauling the accounting department, improving the accuracy and relevance of accounting reports.***
- ***Successfully implemented the control system for aging through grading to receivables***

UNIQUE OFFERINGS

Multi-Tasker
Problem Solver
Passionate Learner
Analytical Thinking
Pleasing Personality
Emotionally Intelligent
Dedicated Professional
Goal Oriented and Focused
Ability to work under pressure
Excellent Communication Skills

PASSIONATE ABOUT

Reading •
Learning •
Driving •
Travelling •
Charity Works •

LANGUAGE PROFICIENCY

English (Advance Level)

Hindi and Malayalam (Native)

Arabic (Intermediate level)

IT PROFICIENCY

Operating Systems : Microsoft Windows, Unix, Oracle
Word Processors : MS - Word
Spreadsheets : MS-Excel, Power Query, Power-Pivot and Pivot Charts
Communication : MS Outlook

PERSONAL INFORMATION

Date of Birth : 02/02/1963
Nationality : Indian
Religion : Islam
Visa : Valid Employment Visa
Driving License : Holding UAE and Indian License
Mobile No : 971 54 47 68687
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