



Curriculum Vitae

Bio Summary

More than 25 years of experience in Auditing (KPMG), Accounting, finance, portfolio management, Asset management, Business valuation, Acquisitions, Acquisitions Handing over, Change Management and strategic planning.

The Main sectors I am experienced are Portfolio management, Oil & Gas, Insurance, Manufacturing and Construction, my career path covered the following regions UK, Asia, Europe and Middle East especially Gulf region

The latest Middle management position occupied was the finance Manager, Financial Controller for 2 Multinational Oil & Gas companies, Edison & PETRONAS respectively.

In 2009 upgraded my career path to join the top management level, with the first 5 Years Board assignment acting the role of Managing director for a Holding Financial service's company (FICG) controlling licensed direct insurance brokerage firm and healthcare subsidiary,

FICG Was sold in 2015 due to the Egyptian economy recession through 2011-2014,

Started the CFO role with GPS manufacturing Group in April 2015 till October 2018

From November, 2018 till December 2019 I was acting the role of AI - Haider Financial Consultant , AI – Haider is a Saudi main contractor located in Eastern district – Dammam, KSA

Since January 2020 till present Started a Consultancy Job with Manzoor Group – Dubai, UAE

1 – Personal Details:

Name : Yasser Ahmed Abdel Khalek
Date of Birth : 30th of April 1969
Nationality : Egyptian
Visa Status : AUE Transferable working Visa
Address : AUE , Dubai , Deira , Behind Near Deira city center
Perm. Mobile : +971 55 626 63 81
: +2 0111 9985 494
E-Mail : kyasser@hotmail.com

2 – Education:

1990 - Bachelor of Commerce, Accounting Dep.
Ain Shams University, Cairo, Egypt.
2019 - IFRS Diploma ACCA UK

3 – Training Courses.

1 - CPA Course (Ernst & Young _ Kuwait) - 1999
2 - CMA Course at American Chamber – Cairo 2002
3 - Petroleum Financial Modeling- Dubai 2006
4 - Budget preparation skills - Dubai 2007

4 – Computer Skills.

Excellent experience in all Microsoft applications in addition to the following accounting systems:

- SAP
- Sun Systems

5 – Previous Experience:

5.1 – From Jan.2020 till present – At Manzoor Group - UAE

Manzoor Group is a holding company owns the trade mark (A-1) working in Import, Export Species, Pulses and Beans the group includes 3 packing factories as well located in Sharjah and Ajman. Manzoor Group runs its operation with 550 employees

Position: Business Consultant

Responsibilities:

*** Responsible for Group restructuring in the following aspects:**

- Company financial Strategy & Tax planning.
- Establish group financial policies and procedures including Accounting, Inventory, Costing, Collection, and Production
- Establishing company stock strategy to maximize profits from the capital invested.
- Establishing Group Credit Policy
- Establishing Company budgeting process
- Improve group financial reporting through enhancing TALLY accounting application performance by activating cost centers and business division

5.2 – From Nov. 2018 till Dec. 2019 – At Al – Haider for Construction - KSA

AL - Haider is a main contractor running more than 700 Million SAR with many governmental owners Jubail Royal Commission and Ministry of environment and Water.

Position: Financial Consultant

Responsibilities:

*** Responsible for Company restructuring in the following aspects:**

- Company financial Strategy & Tax planning.
- Renegotiating Existing Bank Facilities, Negotiating New Bank Facilities and follow up agreements implementation
- Establishing Company Financial, policies and procedures.
- Establishing Company budgeting process

*** Developing and supervising the following financial functions.**

- Developing financial strategies focusing on capital structure, bank facilities and operational financial needs identifying monetary resources to develop action plans.
- Agreeing with the Board of Directors on the financial model of the new project including fund structure and capital raising strategy
- Maximizing return on invested funds by identifying new investment opportunities maintaining relationships with investment community
- Updates Board of director's and MD with the job knowledge by maintaining awareness of new regulations through the relations with professional organizations and reading professional publications

- Supervising the producing of the cash flow forecasts, managing the company's day-to-day cash flow, debtor and creditor control.
- Supervising producing the preparation of capital and operational expenditures (CAPEX and OPEX) reports.
- Ensuring that the company has the optimum combination of equity, long and short-term debt capital to provide a stable financial foundation
- Reports financial status by updating forecasts, analyzing and Commenting on variances of actual against agreed budgets, reporting results and initiating corrective actions
- Ensuring that the accounting software systems are capable to produce the information required to control the business.
- Recruiting and training the necessary staff to perform the assigned tasks.

5.3 – From March 2015 till Oct. 2018

GPS House for printing , publishing and distribution (AL- Moa'ser) - Egypt

GPS is the holding company who owns the educational series **AL – Moa'ser & AI – Emtihan**, **GPS Group** includes 6 subsidiaries responsible for authorship, review and combining books materials, CD factory, online education Media Company and 3 huge web printing and packing Factories. GPS business turnover is about 1 Billion EGP per Annum for the last 3 years

Position: Group CFO Duties & Responsibilities:

*** Responsible for Group restructuring in the following aspects:**

- Group financial planning.
- Group tax planning
- Establishing Group Financial, HR and costing policies and procedures.

*** Developing and supervising the following financial functions.**

- Developing financial strategies focusing on capital, bank facilities and operational financial needs identifying monetary resources to develop action plans.
- Agreeing with the Board of Directors on the financial model of the new project including fund structure and capital raising strategy
- Production of new project finance reports with concise analysis of the financing model including risks, debt servicing, shareholder's liability and debt capacity, and all other key elements of the project.
- Maximizing return on invested funds by identifying new investment opportunities maintaining relationships with investment community
- Updates Board of director's and MD with the job knowledge by maintaining awareness of new regulations through the relations with professional organizations and reading professional publications
- Supervising the producing of the cash flow forecasts, managing the company's day-to-day cash flow and debtor and creditor control.
- Supervising the producing of the preparation of capital and operational expenditures (CAPEX and OPEX) reports.

- Ensuring that the company has the optimum combination of equity, long and short-term debt capital to provide a stable financial foundation
- Reports financial status by updating forecasts, analyzing and Commenting on variances of actual against agreed budgets, reporting results and initiating corrective actions
- Ensuring that the accounting software systems are capable to produce the information required business internal controls.
- Recruiting and training the necessary staff to perform the assigned tasks.

5.4 – From July 2009 TO Feb. 2015

Financial Insurance Consultancy Group. (Insurance Brokerage Firm) - Egypt

FICG is a joint stock Brokerage insurance firm licensed from the Egyptian Insurance Supervisory Authority on March 2008 with a paid capital of 2 Million EGP, FICG is the holding company for 2 subsidiaries which are Caress Life and MediLink Middle East. Caress life is a registered agency for Allianz Egypt and the sole agent for Prime Health medical network administrator. MediLink is the sole retail agent in Egypt and Middle East Representative for MediGuide America.

Position: Managing Director Duties & Responsibilities:

- Designing HR, IT, Sales, Marketing and Financial policies and procedures.
- Preparing Group 5 year's business plan.
- Building up and Updating Group strategies according to the market researches and ongoing surveys.
- Designing MediLink local healthcare programs & medical covers.
- Negotiating new business opportunities with insurance, Health care companies and local brokers.
- Negotiating new joint ventures and partnerships with international brokers and healthcare TPAs.
- Handling supervisory authority's quarterly audit.
- Supervising Healthcare and Nonlife reinsurance treaties.
- Maintaining reinsurance arrangements and relations with multinational reinsurance brokers.
- Supervising Finance department activities - Reviewing quarterly reports.
- achievement of signing the sole retail agent in Egypt and Middle East representative contract with MediGuide America (Healthcare service provider) accomplished by negotiating and signing Group Reinsurance arrangements and treaties
- Handling Group software project management. Group software managing Insurance and retail banking consumer financing products sales force management and company work flow, including Call Center, Sales, Operation, etc. With AI Engines that handles Sales activities. – Currently our group running version 4 accomplished through 3 years testing and operations.

Our Group software one of the prime software's in the Middle East managing the full cycle of Insurance sales force activities, policies underwriting process and retail banking approvals process. The software manages many other sales activities based on daily salesman client's meetings as well as, Full call center CRM, salesman conversion ratios and improving company cash inflow projections.

5.5 – From July 2008 till June 2009

PETZED Investment & Projects management Ltd. (Oil and Gas E&P) - Egypt

PETZED and NPC are subsidiaries owned by Citadel Capital Group, PETZED have two producing crude oil joint ventures in EGYPT with two branches in Sudan and Pakistan.

Current Position: Financial Controller
Reporting to Group CFO

Duties & Responsibilities:

- Handling NPC group Five year's business plan preparation and updates. - Prepare and update 5 years' budgets (including branches) - Prepare NPC group monthly consolidated financials.
- Prepare concessions fiscal year budget
- Attend EGPC/EGAS fiscal year budget approvals committees.
- Updating NPC accounting policy using full cost method.
- Negotiating Cost recovery reports for the years 2007/2008 to clear EGPC/EGAS Rejections.
- Adopt time writing system to be used for indirect G&A allocation according to EGPC/EGAS understanding to avoid potential rejections.
- Ensure the conformity of the company day-to-day payments with EGPC/EGAS regulations to maximize the recoverability percentage.
- Supervising group treasury functions.
- Control the JVs CAPEX/OPEX expenditures classifications.
- Review quarterly cost recovery reports.
- Manage EGPC/EGAS auditor's requirements.
- **Managing international banks credit facilities (Barclay's London) contracts & reporting including adopting company Financials according UK GAAP with KPMG UK team**

5.6 – From October 2001 June 2008

Edison International Co. (Oil and Gas E&P) - Egypt / Italy

Edison produces and distributes electric power and natural gas Edison is Italy's second largest operator in both industries. Edison is Italy's oldest energy company. Established In 1883, Edison built Europe's first thermoelectric power plant at Milan Santa Radegonda and began distributing natural gas to households in Milan in 1931.

Edison – Egypt branch is the operator for two Concession agreements with EGPC (West Wady Al Rayan May - 2004) and (Sidi Abdel Rahman November 2006).

Position: Finance Manager (May – 2006)
Reporting Locally to Branch GM and to Edison HQ Oil & Gas Sector CFO

Duties & Responsibilities:

- * Plan, organize, direct and supervise all financial activities in compliance with Edison financial requirements and procedures. Coordinating with:

HQ Central Departments (Planning & Control, Joint Ventures, Accountancy, Treasury, Tax, Legal),

***Review and approve all financial articles in new joint venture agreements with branch concessions partners attending partners JOA meetings, (Edison partners through this period was BG, PETRONAS, VGAS, PTT) *Participating in new joint ventures formation upon commercial discoveries according to the Egyptian laws.**

***Edison representative in ELNG Train 1&2 formation committee (BG, Edison, EGPC and EGAS) the committee assignments focused project financing , Capital structure , updated the visibility study, export plans and pricing it's also includes conferences with International legal advisors and international banks regarding the financing facilities and arrangement's**

***Participation in financial valuations for new concessions bid rounds proposed by EGPC or EGAS.**

***Ensure the following:**

- Supervising the preparation of the Branch financial statement (in compliance with IFRS) for head quarter needs.
- Proper and timely accomplishment for all annual tasks listed in Edison branches reporting requirements.
- -Accountancy (ensuring consistency between branch and HQ policies and local laws),
- Branch Treasury Management,
- Financial Statements along with external auditors' certifications
- Joint Interest Billing Statements to JV partners,
- Financial Reports to EGPC and EGAS (Cash Basis),
- Tax Returns and Tax Credit Documentation (corporate and expatriates),

***Providing Professional advice, necessary assistance to Branch GM and Technical Managers,**

*** Providing due care for maximization of recoverability**

***Effective cooperation with Milan HQ Functions, Local Authorities, JV Partners, Banks, Suppliers and Consultants**

***Commitment to provide a good and effective team working environment in the Department to ensure a cooperative attitude among subordinates and vis-à-vis other Departments,**

***Training of local subordinates to ensure the required professional growth. Such training shall consist of both on job training and courses, to be planned and budgeted in coordination with the HR function to be approved by branch General Manager,**

***Annual performance evaluation of local subordinates to be reported HR Department for their professional evolution and career/salary progress.**

**Edison - Position: Financial Controller
(From April, 2004 to April 2006)**

Duties & Responsibilities:

I) Upstream activities

- Participating annual joint ventures audit (Burrulus and Rashpetco J.V.Co.) – Checking and monitoring the operator monthly cash calls.
- Analyzing the monthly joint interest billing issued by the operator to determine the capital and operating expenditures incurred by the joint operating venture.
- Preparing the budget approval board paper through the participation in the periodic financial committee meeting to understand the operator justification for the yearly proposed budget figures.
- Comparing the project monthly value of work done against the project plan and obtain the technical department explanation regarding the variances if any.
- Performing and checking the SWAP deals and short term financing arrangement provided to **E**gyptian **P**etroleum **C**ompany (EGPC)
- Checking the cost recovery statement prepared by the operator according the concision agreement terms and conditions.
- Checking the monthly gas sales invoices for the producing wells. – Chasing the collection of gas sales dues from EGPC.

II) Downstream activities

- Checking the quarterly cost sharing statement between partners
- Preparing and satisfying the international lenders condition president to finance the gas liquefaction trains companies.
- Controlling and reclassifying the trains cost and checking the invoices issued to the lenders to reimburse the amounts financed to the trains.
- Checking and reporting the train's advisor's payables.
- Reporting the train's third party costs consumed according to the approved budget.
- Checking the monthly production invoices and against the liquefied gas shipments and Henry-Hub pricing list.
- Checking drilling wells inventory and spare parts sites exchange reports.

III) Operating activities

- Preparing the branch budget.
- Preparing the branch cash flows.
- Allocating the surplus cash to maturity fixed deposits.
- Supervising the local supplier's payables.
- Checking the staff personal claims payments.
- Checking the Expatriates and local staff monthly payroll.
- Checking all accounting treatments.
- Checking the monthly banks reconciliations.
- Supervising the monthly financial statement issuance.
- Preparing the consolidated financial statement for the branch and the Head office and reconciling the intercompany account with the holding company.
- Customizing the local policies and procedures according to the Head office policies in compliance with the Egyptian local law.
- Implementing the internal controllers and segregation of duties concepts.

IV) Local Taxes and Tax Planning

- Handling The Tax Planning for Egypt branch, new projects and the newly established joint ventures (Edison Representative in the ELNG tax planning committee).
- Handling the local income tax and withholding tax inspections performed for the years 2002 through 2004.
- Analyzing the Expatriates salaries and benefits from the tax & cost recovery point of view.

Edison Special Assignment

From January 2003 to March 2004 *Egypt / Malaysia*

During 2003 Edison international decided to sell its interest in West Delta Deep Marine concession agreement and Egyptian Liquefaction Natural Gas Trains with EGPC in an international bid and PETRONAS was the bid winner.

PETRONAS (Petroleum Nasional Berhad) is a diversified and fully integrated Multinational Petroleum company incorporated on 17th August 1974, Kuala Lumpur Malaysia. Petronas is working in more than 37 countries with 101 wholly-owned subsidiaries. PETRONAS has grown to become a fully integrated oil and gas corporation and is ranked among the FORTUNE Global 500® largest corporations in the world. Its operations are in Oil, Gas and Petrochemical, covering Exploration & Production, Refining, Gas Processing, Transmission & Liquefaction, and Marketing & Trading.

In reference with PETRONAS acquisition for WDDM mentioned above, Edison assigned me to handle the handing over period.

- PETRONAS requested Edison to assign me on a full time basis from October 2003 to March 2004 to act the role of branch Finance Manager until the arrival Of expatriate in charge.
- PETRONAS main job task assigned to me was the adoption of its financial policies and procedures according to the Egyptian laws & procedures also to establish the local financial policies and procedures.

5.7 – From April 2001 to May 2001

Gulf project Investment Co. (Kuwait) -

Position: Project Manager – (IBIS System implementation)

Project strategy:

- Handling the Implementation phase for IBIS Application Using Sampling approach.
- Monitoring IBIS Links Concept, System Structure Weaknesses and Users Familiarity during Sample Data Entry.
- Comparing Manual Sample Results to the System Outputs.
- Analyze IBIS Calculations, Reports and Evaluate IBIS Reliability.
- Design The Main Chart of Accounts According to Company Needs and System Structure.
- Preparing Final Links between Investments, Settlement, and Accounting Modules.
- Opening Balances Data Entry Supervision.
- Analyzing and reporting the results of the online running phase.

5.8 - From June 1998 Up to April 2001

Arab Financial Consultants Co. (Kuwait)

Position; Finance & Administration Manager Duties & Responsibilities:

- Preparing All Management Reports (Asset Allocation , Variances Between Actual & Budget , Dealers Performance , Investments Profitability Compared With Markets Index , etc ...)
- Recommending Stop Losses or Increase in Other Profitable Investments Units According to the Performance Reports.
- Preparing Weekly Cash Flows.
- Handling Cash Management.
- Preparing Available for Sale Investments Evaluation.
- Checking Banks Reconciliation.
- Checking Kuwait Clearing Co. Reconciliation.
- Checking Central Bank of Kuwait Monthly & Quarterly Reports.
- Checking Clients Portfolio Performance Analysis (Local & Foreign Markets) – Checking Foreign Brokers Statements Reconciliation.
- Checking Quarterly Management Fees Calculations.
- Checking All Accounts Treatment.
- Checking Daily Client Transactions & Positions.
- Checking staff benefits monthly provisions.
- Preparing quarterly financial year end closing Files.

5.9 - From Jan 1995 to May 1998

KPMG Masoud Sarkhoh & Partners (Kuwait)

Position: Auditor

Duties & Responsibilities

- Perform Test of Controls and Control Risk Assessment.
- Preparing Audit Strategy According to the Firm Approach. – Audit File Presentation to the Manager In-charge.

5.10 - From Sept. 1991 to October 1994

Al-Fouz International Audit Bureau (Kuwait)

1. External Audit:

Position: Auditor

2. Internal Audit:

Position: Internal Auditor

For Al-Mal Kuwaiti Co. (Sister Company)

Yasser Ahmed Abdel Khalek

Date: / / 2020