

# HUSSEIN DAHER

Senior Accountant

An enthusiastic senior accountant, over 20 years of experience of working in a busy finance department, Developing Budgets Legal Compliance, Tracking Budget Expenses, Accounting, Managing Processes, Reporting Research Results, Management Proficiency, Coordination, Motivating Others, Attention to Detail.

PHONE:  
70 647347

EMAIL:  
Hussein,daher@hotmail.com

BIRTH DATE:  
January 1st, 1973, in Beirut

ADDRESS:  
Bechamoun-La Reine Building

NATIONALITY:  
Lebanese.

HOME TOWN:  
Dalhoun, Iklim Al-Kharoub.

SOCIAL STATUS:  
Married, raising 3 daughters.

LANGUAGES  
Arabic: native language  
English: proficient  
French: limited

SEMINARS AND SPECIAL COURSES  
Feb. 2010: Seminar with CCIAB & CCI ,  
New Forms of official financial statement  
as per new regulation of Lebanese  
ministry of finance  
Jun.2010: Seminar with CCIAB & CCI,  
Taxes (1st, 2nd and 3rd)  
Jun.2011: Special Course with New  
Horizons Excel 2007-Level 2 and Word  
2007 Level 2  
Dec.2011 to Feb.2012: Special Courses  
with New Horizons Business English  
Language: Correspondence, Meetings,  
Negotiations, Leadership &  
Management  
Jun-July 2012: Seminar with CCIAB, Cash  
Flow and working Capital Management  
March – July 2012: English Course with  
Berlitz

## EDUCATION

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Beirut Arab University  
1996: Bachelor - Business Administration - Accounting  
Saida High Technical School  
1992: B.T. - Business Administration - Accounting

## WORK EXPERIENCE

-Maison Samira Maatouk Depuis 1960 (July- 2016 – July 2019)  
F&B, Retails of Coffee Beans  
-Al Rikabi Trading and Contracting company (June- 2014 – June-  
2016)  
Contracting, Construction Materials Trading  
-BGH for Trading (Holding) S.A.L -2002 - 2014  
FMCG – Contracting – Construction – Real estate – Services  
SABIMEX SARL, NASCOM SAL (Offshore), RIMCO S.A.R.L.  
-POLICO S.A.L. (Polygraph Import Company) 1995 - 2002  
Office Equipment Dealer in Lebanon

## SKILLS

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Supervises all company accounting transactions.  
Prepare the payroll sheet on a monthly basis.  
Preparing and submitting MOF declarations including VAT, taxes  
on salaries and income tax.  
Conduct daily cash transaction control.  
Preparing monthly financial statements, payments, cash-flow,  
Income statement, balance sheet.  
Manage the preparation of the company's proper budget.  
Ensure the sufficient funds are available to meet ongoing  
operational and capital investment requirement.  
Achieves accounting operational objectives by contributing  
accounting information and recommendations to strategic plans  
and reviews; preparing and completing action plans;  
implementing production, productivity, quality, and customer-  
service standards; resolving problems; completing audits;  
identifying trends; determining system improvements;  
implementing change.  
Protects organization's value by keeping information confidential  
Accomplishes accounting and organization mission by  
completing related results as needed  
Train other finance assistants with new areas of work & Taking  
responsibility for, and supervising the work of, more junior  
members of staff

## COMPUTER SKILLS

Operating Systems: Windows, Mac.  
Software: MS Excel, MS Word, MS Access, Adobe Photoshop,  
Outlook, PowerPoint. Accounting Software (Tally ERP, Silicon-  
eQual ERP, Dolphin, EDM, PIMS, Omega)