

**Firass S.AbdelKader****Address**

Date of Birth: June 3th ,1979.

Lebanon - Mount Lebanon - Baadaran El Chouf.

Nationality: Lebanese.

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Marital Status : Married

Mobile-Liberia : +231 555 660 464.

e-mail:**firass.abdelkader@gmail.com****PROFESSIONAL PROFILE**

Extremely Knowledgeable in accounting and auditing, with 10 years of experience.

I believe I have a good level of interpersonal and communication skills.

Quick to interpret new ideas and concepts. I am able to perform perfectly within a team, as well as on my own initiative and capable to demonstrate a high level of motivation required to meet the tightest deadlines.

My practical life experience in accounting and mastering of Arabic, English ,and French languages are a value added to my profile.

**WORK EXPERIENCE**

November 2013- till Now **Road Construction &Engineering Co .**(Monrovia– Liberia)

(full time)

**Financial Controller.**

- Responsible of all financials and accounting operations.

January 2013- till Nov 2013 **Adritec International Group S.A.L .**(Beirut – Lebanon)

(full time)

**Chief Accountant.**

- Determine the financial operations activities.
- Declarations (TAX, VAT, SSNIT.....)
- Financial statement Audit ,Balance sheet, Operational Auditing.

January 2012- till Dec 2012 **Grafitec L.T.D.** (Accra – Ghana)

(full time)

**Internal Audit.**

- Responsible of all financials and accounting operations.
- Financial statement Audit ,Balance sheet, Operational Auditing.

January 2012- Dec 2012 **Chase Restaurant & Fast Food .** (Accra – Ghana)

(Part time)

**Senior Accountant.**

- Responsible of all financials and accounting operations.
- Declarations (TAX, VAT, SSNIT.....)
- Payroll and Salaries.

2006- till Dec 2011 (part time)	<b>HAMED for Auditing and Accounting .</b> (Beirut – Lebanon)  <b>Auditor&amp; Accountant.</b> <ul style="list-style-type: none"> <li>• Determine the financial operations activities.</li> <li>• Declarations (TAX, VAT, SSNIT.....)</li> <li>• Evaluate evidences regarding the economic actions, and accounting entries interested by the company audited.</li> <li>• Financial statement Audit ,Balance sheet, Operational Auditing.</li> </ul>
2010- 2011 (part time)	<b>Amjad High School .</b> (Beirut – Lebanon)  <b>Internal Audit.</b> <ul style="list-style-type: none"> <li>• Supervising All the internal financial and accounting transactions.</li> <li>• Handling The Accounting with a department up to 6 junior accountants.</li> </ul>
2006 – 2011 (part time)	<b>Dbaibo Restaurants S.A.R.L .</b> (Beirut – Lebanon)  <b>Senior Accountant.</b> <ul style="list-style-type: none"> <li>• Responsible of all financials and accounting operations.</li> <li>• Payroll and Salaries.</li> </ul>
2005 – 2007 (full time)	<b>Adritec International Group S.A.L .</b> (Beirut – Lebanon)  <b>Manager South Branch.</b> <ul style="list-style-type: none"> <li>• Determine the financial operations activities.</li> <li>• Manage all the projects.</li> <li>• Declarations .(TAX,SSNIT,VAT.....)</li> <li>• Recruiting, hiring and supervising a staff of up to 46 employees.</li> <li>• Ensured customer satisfaction.</li> </ul>
2002 – 2005 (full time)	<b>Shallal Trading Co.S.A.R.L</b> (Beirut – Lebanon)  <b>Accountant.</b> <ul style="list-style-type: none"> <li>• Data entries.</li> <li>• Warehouses and projects supervisor.</li> </ul>

## EDUCATION

2002-2006	Business & Computer University B.C.U,( Beirut , Lebanon). <b>Bachelor Degree in Business Accounting B.A</b>
1998-1999	Official College of Mokhtara (Lebanon). <b>Graduate with a Lebanese Baccalaureate :Experimental Science.</b>

## LANGUAGES AND COMPUTER SKILLS

Languages	Excellent in Arabic, French and very good level in English.
Computer Skills	Proficiency in Word and Excel, in addition , Auto Cad, Power point, as well as Silicon Accounting System, Omega Accounting System, Noria ,EDM, Dolphin and Others...

## EXTRA – CURRICULAR ACTIVITIES

Hobbies	Reading , Travelling, Chess.....
Sports	Swimming, Ping-Pong.

**N.B: All documents will be available upon request.**