

## **Fuad A. Mnaimne**

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### **Summary of Qualifications:**

A finance and accounting professional with rich multinational accounting experience in all areas of accounting acquired over a work career exceeding 15 years progressing from the entry-level accounting position to Finance Director at United Maintenance and Contracting Co. (UNIMAC).

My breadth of experience covers the following disciplines:

- Developing Policies and Procedures.
- Preparation of periodic financial accounting reports in compliance with IFRS
- Preparation of management accounting reports for various stakeholders
- Implementation and management of various financial systems
- Payroll and terminal benefits management
- Treasury and cash management
- Payable and receivables management
- Coordination with external and internal auditors
- Withholding tax, Income Tax & Zakat

### **Professional Experience:**

#### **OGERO**

*Business Consultant*

*(Jan 2018 to Present)*

Providing strategic and financial guidance to the General Manager to ensure financial commitments are met.

#### **United Maintenance & Contracting Co. (UNIMAC)**

*Finance Director*

*(June 2016 to June 2017)*

Direct and oversee all aspects of the Finance and Accounting functions of the organization  
Responsibilities included:

- Managing Accounting & Financial Operation
- Oversee execution of account receivable, account payable, bank reconciliation.
- Ensure Financial Statements comply with internal policy and external regulations.

- Develop and monitor financial department policies and procedures.
- Establish and maintain strong relationships with senior executives to identify their needs and seek full range of business solutions.
- Provide executive management with advice on the financial implications of business activities.
- Manage processes for financial forecasting, budgets, and reporting to the Company.

## **Saudi Oger Ltd.**

### ***Contracts Finance Manager***

***(Jul 2012 to May 2016)***

Supervising the finance, accounting, and management reporting for all mega construction projects.

Responsibilities included:

- Controlling the construction budget
- Managing projects cash flow projections and working capital requirements
- Managing bank guarantees and letters of credit requirements
- Administering projects credit facilities and ensuring compliance with covenants
- Setting-up and managing specific financing arrangements like Joint-Venture agreements and escrow agreements
- Maintaining project-specific profit & loss accounts

### ***Finance Manager – Prince Mohamed Int'l Airport Project***

***(Jan 2012 to July 2012)***

Achievements:

- Handling all the finance and accounting related matters during project startup.
- Establishing all working procedure as per guidelines from corporate office to ensure timely delivery of various reporting packages.
- Design and modify the financial reports as per stakeholders' requirements.
- Recruiting and training accounting team for the Project
- Generating, reviewing, and analyzing monthly management report

### ***Finance Manager – KAIA GSE Tunnel JV Project***

***(April 2010 to Jan 2012)***

Supervising the finance, accounting, and management reporting for the project.

Responsibilities include:

- Being the first member in accounting team for the project, handled all the financial issues during project startup.
- Successfully established procedures for Finance and Accounting Department
- Successfully implemented complete financial and accounting systems
- Designed the financial reports as per stakeholders' requirements.

***Financial Accountant – TPGCL******(April 2008 to April 2010)***

Tihama Power Generation Company Ltd. (TPGCL) is a Joint Venture between International Power-GDF Suez (IPR) and Saudi Oger Ltd.

Responsibilities include:

- Accounts Payable
- Accounts Receivable
- General Ledger
- OPEX & CAPEX Budget Control and Reporting

***Accountant - With-holding Tax Section******(Feb 2006 to April 2008)***

Worked Closely with the IT team to develop and automate the calculation of a newly imposed tax in KSA (With-holding Tax) to become part of the existing accounting system.

**Education:**

- BS in Business Administration, 2002, Lebanese American University
- MBA, 2004, Lebanese American University

**Computer Skills:**

- MS Office
- Microsoft Dynamics
- Oracle
- Sun Financial & Vision Executive
- Maximo-Work Management & Inventory System

**Personal Information:**

- Date of Birth: 18 June 1979
- Marital Status: Married
- Nationality: Lebanese