

## EXPERIENCE

### RAGHIDA OUEIDAT

Senior Financial Accountant

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### SUMMARY

Acting Senior Financial Accountant with 8+ years of experience in accounting, financial reporting and the banking sector. Dedicated and detail-oriented, with proven accuracy and efficiency in all aspects of accounting operations and financial processes. Passionate about leveraging expertise in financial controlling or senior-level accounting to drive organizational growth and financial integrity.

### SOFT SKILLS

- Active, fast and self-learner
- Teamwork and independent work
- Work under pressure
- Communication skills
- Organization abilities
- Attention to details
- Analytical mindset
- Deadlines consistency
- Time management

### SOFTWARE SKILLS

- Microsoft Excel, Word, Power Point
- ERP system, Power BI

### LANGUAGES

- Arabic - Native
- French - Very good
- English - Very good

### February 2025 - Meysan Partners

Present *Acting Senior Financial Accountant*

- Monitor revenue recognition and ensure accuracy
- Maintain and reconcile intercompany accounts, record entries and data integrity
- Maintain and reconcile client accounts
- Post entries and accurately allocate expenses to respective GLs
- Generate and create financial reports upon request and according to specified schedules
- Prepare quarterly closing pack for review and management and audit purposes
- Prepare the group consolidation and presentation on quarterly basis
- Supervise and oversee junior financial accountants

### September 2023 - Meysan Partners

February 2025 *Financial Accountant*

- Prepare billing process on monthly basis to generate revenue
- Manage and record entries on a timely basis
- Follow aged receivables on monthly basis
- Client account reconciliation, and ensure accuracy of account statements
- Assist clients and partners on respective requests

### January 2023 - Cyberity SARL

August 2023 *Senior Accountant*

- Record journal entries on a timely basis
- Perform vendor/customer balance reconciliation
- Review invoices received from vendors, match supporting documents and arrange payments accordingly
- Perform bank account postings and reconciliation
- Perform accruals, clearance and custom, salaries on timely basis
- Controle cashier works as cash management
- Expenses and petty cash management (post, approval and pay) on daily basis
- Assist in audit process

## PROFESSIONAL CERTIFICATE

### Senior Accountant Certificate

Equal to 2 years of experience - PAA (Practical Accounting Academy) - Feb 2022.

- Transaction vouchers DB/CD
- Accounts reconciliation of supplier/customer
- Capital, Assets, Expenses, Depreciation, Salaries, Customs and Clearance

### Workshops

PAA (Practical Accounting Academy)

- Financial statements
- Profit and loss
- Balance sheet
- Letter of credit

### Junior Accountant Certificate

PAA (Practical Accounting Academy)

- Stock control and inventory system
- Purchases and sales invoices
- Return invoices
- Payment/receipt vouchers

**Lebanese Financial Regulations** - exam certification - ESA - December 2018.

## EXPERIENCE

**March 2022 - December 2022** **Cyberity SARL**  
*Accountant*

- Cash management: invoicing, receipt, credit notes and payments
- Account management: payable and receivable accounts, accounts creation, reconciliation
- Collection plan: follow unpaid invoices.
- Salaries: journal entry and payments
- Expenses management, Custom and clearance follow up, entries and payments
- General ledger entry level (banks, accruals)
- Bill payments local and international
- Follow with Internal and External AUDIT: TAX, VAT, NSSF payments

**August 2017 - March 2021** **Byblos Bank SAL**  
*Administrative Staff*

- All branch operations: Transfers, banker cheques, Certified cheque, LDs, deposit accounts management, direct relation with clients, branch expenses entry on oracle system, follow overdraft accounts, record and maintain bookkeeping
- Companies branch operations: Manage companies accounts, finalize LC/LG documents, follow payments needed

**June 2017 - August 2017** **Byblos Bank SAL**  
*Teller*

- Cash counter management
- ATM replenishment

**April 2017 - June 2017** **SGBL**  
*Trainee*

OLEA project: Contacting branch clients for Know your customer updates (KYC)

## EDUCATION

2016 - 2018 Saint Joseph University (USJ), Faculty of Business and Management - **Master's degree in Finance**  
Thesis degree: 18/20

2013 - 2016 Saint Joseph University (USJ), Faculty of Business and Management - BA - Business Administration

2012 - 2013 College Saint Joseph de l'apparition - Lebanese Baccalaureate in socio-economic sciences