

Bassam ALSheala, MBA, IFRS
00973-36667266 fbi9999@gmail.com



Experienced professional with proven records of establishing cross functional partnership to deliver profit results. Agile global Strategic Leader driving operation within management, accounting, finance, auditing, compliance, analytics and business development area in insurance and non-insurance sector. Accountable for Multi Millions dollars' budgets and allocating resources to exceed profit and goal contribution of the company.

- | | |
|--|--|
| ▪ Global Strategic Financial Planning & Analysis | Business Expansion |
| ▪ P& L ownership & Management | Talent Selection, Development & Retention |
| ▪ Budgeting, Forecasting & Ad Hoc Analysis | Merger & Acquisition, Integration Experience |
| ▪ Organizational Re-Engineering | Growth Strategy Development |
| ▪ Performance Measurement | Global Operations Efficiency |
-

Objectives: To pursue a challenging and rewarding career in an organization that will provide a professional environment whereby my academic background, skills, and experience would be fully utilized

Educational Qualification:

- | | |
|-------------|---|
| ▪ 2009 | International Financial Reporting Standards Diploma (IFRS) , Aug 2009, UK. |
| ▪ 2007-2008 | Master in Finance: AMA International University (A Student) |
| ▪ 2004-2006 | B.Sc. in Accounting , University of Bahrain |
| ▪ 2001-2004 | Associate Accounting Diploma, University of Bahrain |
| ▪ 1998-2001 | Shaikh Abdulla Bin Isa Secondary School Certificate (Commercial) |
-

Achievement & Certificates:

Specialization accounting Certificates: Risk Management, Understanding Financial statements, Introduction to Islamic Finance, Introduction to IFRS for Financial Institutions.

Specialization Insurance Certificates: Introduction to Insurance, Reinsurance, Insurance Marketing, Risk Management, Insurance corporate Management, Insurance accounting.

Specialization Compliance Certificates: Compliance with laws, Regulations and professional Standards, Online, Anti-Money Laundering Awareness Program, AML For the insurance.

Specialization Information Technology Certificates: Excel 2010, Intermediate, Advance

Members of the followings:

Board member of AMA international university 2010 in Mater Degree Review

Board member of AMA international university 2011 in Quality assurance program.

Currently, Board member in University of Bahrain Finance committee 2014 – current

Experience:

April 2013 – Present: Saudi Arabian Insurance Co.B.S.C C / Damana MIG (Insurance and Reinsurance Located: Bahrain) as **VP Finance – Reporting to CEO**

- Manage and oversee Preparation of Monthly Financial Statement and annual accounts.
- Monitoring and interpreting cash flow and predicting future trends.
- Formulating strategic and long term business plans
- Researching and reporting of factors influencing business performance.
- Developing financial management mechanisms that Minimize financial risk.
- Conducting reviews and evaluation for cost redaction opportunities.
- Managing a company's financial accounting, monitoring and reporting systems.
- Liaising with auditor to ensure smooth completion of annual report
- Developing external relationships with appropriate contracts e.g auditors, solicitors, bankers and statutory organizations.
- Producing accurate financial reports to specific deadlines.
- Managing budgets and future predication numbers.
- Reporting to Central Bank of Bahrain (IIS system and Statuary reporting)
- Arranging new sources of finance for a company's debt facilities.
- Supervising and monitoring finance department staff
- Keeping abreast of change in financial regulations and legislation.
- Monitors and approves expenditures period within the levels of authority
- Review payroll documents needed to implement payroll/personal Transactions.
- Prepare various financial analyses required by the Board of directors.
- Adheres to the contents of the company's overall internal procedures and policies.
- Maintain Internal control of (Oracle system) and safeguards for all transactions
- Maintain solvency return based on the regulator and company requirement.
- Assist maintains management guidelines by recommending policies and procedures in company.
- Observe preparation and consolidated Bodareueux number with shareholders.
- Writes and delivers presentations to Board/ Ex-committee or regarding human resources Reports and headcounts / and Finance result in practices.
- Represents organization at personnel-related issues and investigations.
- Maintain accounting standards for US GAAP essential and IFRS for Bahrain & UAE.
- Oversee and control: Recruitment, Coaching, Employee relations, Safety, Compensation and benefits and Training and development of staff.
- Perform such other duties that may be required from time to time.

July 2017 – Present: Saudi Arabian Insurance Co.B.S.C C / Damana MIG (Insurance and Reinsurance Located: Bahrain) as **Executive secretary to Board of directors**

- Acts as an independent review and evaluation body to ensure that compliance issues / concern in line with regulatory requirements.
- Organizing, preparing, invitation, agendas and taking minutes of the board meetings, board committee meetings and annual general meetings (AGMs)
- Maintain stator books, including registration of member, direct and secretaries.
- Dealing with correspondence, collating information and writing reports, ensure decisions made are communicated to the relevant company stakeholders.
- Contributing to meeting discussions as and when required and advising members of the legal and compliance implications of the proposed polices.
- Communicate with Central bank of Bahrain and follow standards volumes under CBB.

March 09 – March 2013: **ACR Retakaful MEA, Assistance manager (Senior Executive)**, reporting to: Head of Finance & Technical Accounts

- Prepare local monthly statutory and corporate reports.
- Prepare monthly management accounts with narrative for management.
- Prepare monthly Consolidation Financial statement for Holding Company.
- Maintain internal controls (SAP System) and safeguards for all transactions.
- Ensure that payables are paid within agreed service level agreements and are captured accurately with sufficient detail in the general ledger for analysis.
- Manage annual and interim audits, coordinate all internal /external audit activities and ensure rectifying issues raised by auditors.
- Consistently analyze financial data and present financial reports in an accurate and timely manner.
- Assist in the annual budgeting and planning process.
- Support Head of Finance in engaging the audit and risk committees around issues and trends in financial operating models and delivery
- Prepare reports to comply with CBB requirements (IFR Reports, Statutory Reports, IIS System Report)
- Provide all requirements to DIFC (Dubai International Financial Centre)
- Deal with Banks and find better profit rate for investment, by investigating in money market (Bloomberg system).
- Prepares periodical investment reports for Management and for CBB.
- Prepare Investment Report for presentation to management and Board of directors to assist in monitoring and controlling investment activities.
- Ensures about proper records of all investment assets in SAP system.
- Ensure that monthly bank reconciliations are completed and review all accounts with SAP system.

ACR Retakaful SEA, Country (Malaysia) 01 April 2011- 1 July 2011 – International assignment duties:

- Responsible for proper and efficient handling of all classes of claims.
- Responsibility in research for regional and global claim, finance, and investment statistics and loss data.
- To ensure correct preparation and prompt submission of report on claim reserves, outstanding losses and claims statistics as required by management from time to time.
- To examine reported losses promptly and efficiently and advise on the validity of the claim and the correct amount of the loss.
- Direct Supervision of claim executives, assistants and support team and provide them training programs for Bahrain and Malaysia in finance department and claim department.

Aug 06 – March 09: working with KPMG as Senior Executive Audit & Advisor, reporting to Audit Manager.

- Directly responsible for conducting, assessing, administering, coordinating and completing the audit of various local and international clients as well as preparation, modification and finalization of audit reports.
- Assist in planning, developing and implementing internal and external control process.
- Prepare forecast, estimation and analysis financial statements.
- Maintaining computerized accounts of clients, by finalization of accounts and preparation of various accounting statements.
- Conduct Anti-Money Laundering and Combating the Finance of Terrorism (AML/CFT) audit and issue the agreed upon procedures report for Central Bank of Bahrain.
- Quarter Reviews checked for clients and ensure the classification of each accounts in the financial statements
- Issue quarterly QPR report for CBB, to ensure compliance with CBB the rules and regulations.

1st July 2004 – 15 Sep 2004 as Trainee courses, HSBC Bank (Operation Department).

- Clearing Department
- Telegraphs Department
- Salaries Department
- Auditing & Financial Control Department.

Spatial Skills:**Computer Skills:-**

- Mastered essential Microsoft Office applications; Word, Excel, PowerPoint and Front Page. Moreover, working knowledge of various accounting software like Tally and Audit software IDEA, ACL (Audit Software) Oracle, SAP.

Interpersonal Skills:-

- Hardworking.
- Team worker.
- Data analysis.
- Self-confident.

Language:- Fluent in both languages Arabic & English.

Reference & additional information will be available upon your kind request.