

Curriculum Vitae

Personal Details:

Name: Tarek Wasfi Bayoumi
Date of Birth: 25 September 1978.
Nationality: Egyptian
Religion: Muslim.
Social Status: Married



Contact information:

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Education:

Currently: Prepare to set for **CPA Exam**
2015 CTP (Certified Treasury Professional) – AFP (U.S.A.)
2011 International Financial Reporting Standards Diploma-ACCA (U.K)
2009 CMA (Certified Management Accountant) – IMA (U.S.A.)
2003 Post Graduate Diploma of Cost Accounting – Ain Shams University.
1999 Bachelor of commerce-Accounting major – Ain Shams University.

Professional Experiences:

Position	Period		Company	Responsibilities	Achievements
	From	To			
Finance Manager	11-2009	Current	Middle East Glass Manufacturing Co. (A sister company to CocaCola Egypt.) <i>Cairo, Egypt</i> <i>www.megglass.com</i>	1- Prepare monthly reports (actual vs. budget) 2- Prepare quarterly full set financial statements. 3-Cash management & Cash flow forecasts 4- Lead & monitor accounting team 5- Setting financial roles & procedures. 6- Maintain and follow up tax administration. 7- Risk management through effective internal control.	1- Improve internal control process through the automation of order to cash cycle. 2- Facilitate generation for financials reports & ratios from Oracle system. 3- Mitigate Forex negative effects through enhanced cash management.
Chief Accountant	10-2005	11-2009	Al-Subeaei Industrial Co. (A member of Al-Subeaei group of Companies) <i>Dammam, Saudi Arabia</i>	1- Forming financial strategic plans. 2- Preparation for Cost control reports 3- Produce cash flow forecasts 4- Prepare monthly reports (MTD & YTD basis) 5- Lead & monitor accounting team 6- Coordination of budget sheets & data collection.	1- Support factory expansion through detailed feasibility study. 2- Effective monitoring for solvency and liquidity. 3- Produce a complete set of monthly KPIs' for company.
Senior Costing Accountant	11-2004	09-2005	Swiss Garment Co. (A member of Arafa group of Companies) <i>10th of Ramadan, Egypt.</i>	1- Follow up material track 2- Monthly & Yearly inventories valuation 3- analyze and report for expenses spend 4- Develops & improves products cost sheets 5- Prepare proposals for new products pricing	1- Setup an effective batch control through WIP stages. 2- Improve pricing process by accurate formulas.
Costing Accountant	08-2002	11-2004	Modern Egyptian Matches Co. <i>10th of Ramadan, Egypt.</i>	1- Final & semi-products costing 2- Overheads allocation 3- Setting manufacturing standards.	1- Successful implementation for costing system proposal.
Financial Accountant	11-1999	08-2002	Montrade International Co. <i>Cairo, Egypt.</i>	1- prepares monthly financial statements 2- Assists with the preparation of the budgets 3- Reviews Po & sales orders. 4- Prepares credit notes	1-Promote collection process through timely aging reports.

Additional Skills:

Computer: Win, MS Office (Excel, Word, Access).

Experience in working on ERP Programs:

Oracle, Access Data Base programs. [GL, Cash Management, AP, AR, Payroll, Stock, Costing, modules]

5 Years experience with **MS Axapta**.

6 Years experience with **Oracle ERP System**.

Training course by *BayaNet Egypt Co.* on MS Axapta.

Training course by *CITE Co.* on Oracle financial.

1 Year experience with **MS Great Plains Accounting**.

Training course by Alfa on [Stock –Production – Costing – Planning modules].

Language: **English:** Excellent fluency & Literacy
2001 Advanced level certificate- AUC (English Studies Division)

Management Courses: -Courses by TEAM in topics:

- 1 – Strategic planning**
- 2 – Industrial Costs Analysis**
- 3 – Planning Budget**
- 4 – Feasibility Study**
- 5 – Financial Reporting**

-Course by *Logic Consulting Group* in "**Team Building**".

-Course by *Generations Co.* in "**Performance Management**".

-Course by BNP PARIBAS – Trade center "**Trade learning**" Aug-2011

-Internal Quality Auditor training course:

(ISO 9001:2000 and ISO 19011) by *TOTAL*

-Course in **Kaizen "Continues improvement"** by *Saudi Chamber of Commerce*.

-Course in **KPI "Key Performance Indicators"**

Course in **Kanban Inventory Movement System**.

- Post Graduate Diploma of **Quantitative Methods** – Ain Shams University-2005.

-CMA Hock Int. Preparatory Course by *ITSL K.S.A*

-CTP Preparatory Course by *Amcham Egypt*.

-ACCA (F6, F7) training course by *AFB Consulting*.

-IFRS Diploma training course by *AFB Consulting*.

IFRS Certificate-ACCA (U.K)-2010

Aware about Emerging Management & Costing Accounting Issues

Personal characteristic: Dynamic, Hard worker, punctual, problem solving ability, Self motivated.

References: Upon request.