

YEHIA KAMAL EL-DIN

Chief Accountant

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PROFESSIONAL SUMMARY

Experienced Chief Accountant with over ten years of professional expertise in financial accounting, construction accounting, hotel accounting, and engineering consulting services across Saudi Arabia, Egypt, and Kuwait. Highly skilled in preparing journal entries, closing accounts and budgets, generating financial reports, analyzing revenues and expenses, managing payroll, monitoring receivables and payables, and supervising accounting teams. Strong experience handling government entities and electronic systems in Saudi Arabia, including the Zakat, Tax and Customs Authority, Muqem, Mudad, and Qiwa. Capable of working efficiently across multiple sectors, ensuring financial compliance, and supporting executive decision-making.

WORK EXPERIENCE

Chief Accountant

11/2021 – Present

Saad Ali Falah Al-Mutairi Engineering Consulting Office – Saudi Arabia

- Prepare revenue and expense reports and analyze financial performance for management.
- Participate in tender cost calculation and review the financial aspects of bids.
- Supervise all accounting tasks, including tax filings and statutory obligations.
- Oversee payroll transfers to banks and related financial processes.
- Close budgets and final accounts in accordance with accounting standards.
- Coordinate with external audit offices to approve finalized financial statements.

Chief Accountant

08/2018 – 09/2021

Al-Mandaryah Contracting & Environmental Services Co. – Saudi Arabia

- Supervised all accounting operations according to company policies and procedures.
- Monitored project and site accounting and ensured compliance with internal financial policies.
- Prepared and reviewed periodic financial reports and submitted them to senior management.
- Coordinated continuously with other departments and audit offices to ensure financial accuracy.

Chief Accountant

07/2017 – 06/2018

Wahaj Boulevard Hotel – Kuwait

- Managed the accounting team, assigned tasks, and monitored daily operations efficiently.
- Supervised daily revenue reports and processed cash and currency transactions.
- Verified the accuracy of cash revenues and financial reconciliations.
- Studied and priced tenders submitted to Al-Ahsa companies.
- Closed budgets and final accounts following approved accounting standards.
- Coordinated with external audit offices to approve final financial statements.

Accountant / Chief Accountant / Branch Manager

08/2013 – 05/2017

Al-Mandaryah Contracting & Environmental Services Co. – Saudi Arabia

- Managed full site accounting, including cash and daily financial operations.
- Processed contracts and entered them into the accounting system for purchasing representatives.
- Reviewed contractor extracts, ensured accuracy, and submitted them to management for transfer.
- Reviewed revenue extracts and monitored governmental project collections.
- Promoted to Chief Accountant of the Services Branch and Branch Manager in Turaif.
- Prepared aging reports and scheduled debt collections to guide collectors.
- Reviewed current and expiring contracts and secured new contracts to maintain revenue continuity.

Sales, Revenue & Payroll Accountant

06/2012 – 06/2013

Feedmix Egypt for Animal Feed Manufacturing – Egypt

- Managed sales and payroll accounts and monitored daily financial operations efficiently.
- Prepared reports on sales, customers, and debts, updating management on direct costs.
- Entered invoices and direct expenses into the system, including transportation costs.
- Reviewed payroll, monitored final product balances, calculated waste, and reported to management.

Accounting Trainee

01/2012 – 05/2012

Al-Fath Accounting & Auditing Group – Egypt

- Recorded daily entries and transactions and prepared final accounts following accounting standards.
- Assisted in preparing budgets and profit/debt reports for multiple companies.
- Gained practical experience in financial procedures within certified audit offices.
- Obtained an officially accredited experience certificate from the Egyptian Ministry of Justice and Foreign Affairs.

EDUCATION

Bachelor of Commerce, Accounting Department – Ain Shams University, 2011

COURSES & CERTIFICATIONS

- International Financial Reporting Standards (IFRS) – IN-ATC House Academy, 2023 (currently studying).
- Provisional Professional Registration (Accounting Technician) – Saudi Organization for Certified Public Accountants (SOCPA).
- Diploma in Accounting for Commercial, Industrial, and Service Companies – Texan International Academy for Training.
- Comprehensive Accounting Course (journal entries, final accounts, accounting in English, Peachtree & QuickBooks) – Texan International Academy, 2012.
- ICDL Certificate (Computer Skills) – Compusoft Training Center, in collaboration with Microsoft.
- English Language Course, 6 levels – Not Courses But Workshop Academy, 2012–2013.



Scan to verify
certificates

TECHNICAL SKILLS & KEY PLATFORMS

Government & Accounting Platforms

- Muqem platform management
- Zakat, Tax and Customs Authority (ZATCA)
- Mudad payroll system
- Qiwa platform

Software, Banks & E-Services

- QuickBooks, Peachtree, Microsoft Office
- Al-Rajhi Bank for Business
- Absher Business
- Financial reporting & analysis

PROFESSIONAL ACHIEVEMENTS

- Improved budgeting systems and delivered accurate reports supporting executive decisions.
- Reduced financial losses by analyzing revenues and expenses continuously and effectively.
- Closed final accounts on time while ensuring full compliance with international accounting standards.
- Managed accounting teams efficiently, achieving high productivity in daily financial operations.
- Developed receivables and payables monitoring procedures to enhance liquidity and reduce risk.
- Applied government e-systems efficiently, ensuring full compliance with Saudi regulations.

PERSONAL SKILLS

- Strong leadership and team management.
- Excellent analytical skills for interpreting financial data and supporting decision-making.
- Effective time management and prioritization.
- Clear communication and cross-department coordination.
- Problem-solving and commitment to confidentiality and professionalism.

LANGUAGES

Arabic: Native | English: Intermediate (B1–B2)

PERSONAL INFORMATION

Address: Riyadh, Saudi Arabia | Nationality: Egyptian | Marital Status: Married