

HASSAN MORTADA

Address: Tyre, Lebanon– Email: Mortadahassan7@gmail.com – Mobile: +96176630101

WORK EXPERIENCE

Delta Agro Ltd

Accounting & Procurement Manager

Accra, Ghana

Apr 2018-Dec 2018

- Monitored revenue & expenses; coordinated the collection; evaluated financial data; prepared special reports.
- Managed daily operations of accounting & sales departments.
- Managed suppliers & developed purchasing strategies which meet budgetary requirements.

Ghandour Cosmetics Nigeria LTD

Financial Controller

Lagos, Nigeria

Dec 2016-Mar 2018

- Managed financial statements, cost accounting, payroll, accounts payable & receivable and tax compliance.
- Conducted audits and provided information to external auditors & reported to the parent company's CFO.
- Monitored controls & participated in the budgeting process and analyzed financial data to varying degrees.

Leila Lebanese Restaurant

Restaurant Manager

Lusaka, Zambia

Mar 2016 – Nov 2016

- Achieved restaurant operational objectives by contributing information and recommendations to strategic plans and reviews.
- Met restaurant financial objectives by forecasting requirements; prepared an annual budget; scheduled expenditures.
- Publicized the restaurant by designing and placing advertisements.

Joseph Gallagher Ltd

Accountant

Essex, United Kingdom

Aug 2014 – Feb 2016

- Processed all supplier invoices and was responsible of their regular payments.
- Maintained the General Ledger; set up new accounts; ensured reconciliation of control accounts.
- Produced and analyzed year-end financial accounts; liaised with the company's auditors.

Halawi Investment Trust SAL

Financial Trader

Beirut, Lebanon

Sep 2011 – Jul 2012

- Dealt and traded in capital markets & prepared financial reports on a daily basis.
- Monitored client's activities of online trading platforms & analyzed market trend on regular basis.
- Stayed up to date with financial news and advised clients about it.

Blom Bank

Internship

Tyr, Lebanon

Jul 2011 – Aug 2011

- Assisted customers with their banking needs, such as depositing a check or making a withdrawal.
- Provided services, such as giving loans and basic investment products.

EDUCATION

University of Surrey

Master of Science in Accounting & Finance

Guildford, United Kingdom

Sep 2012 – Sep 2013

American University of Beirut

Bachelor of Arts in Economics

Beirut, Lebanon

Sep 2007 – Feb 2012

Activities & Skills

- Prepared Alumni events & interacted with graduates at the American University of Beirut.
- Leader & Media representative at Al-Jarah Scout; Educated the young about important issues.
- Played in the varsity football teams at University of Surrey & the American University of Beirut.
- Advanced Microsoft office & familiar with various Software frameworks; Tally, Omega System, RedSky IT, SPSS, E-Views.
- Fluent in written and spoken Arabic & English. Team player, motivated, dynamic and very adaptable in any given situation.