



AHMAD ALIMAM

Gender: Male

Nationality: Syrian

Place and date of birth: KSA – Hail 17 /11/1984

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E-mail Address: ahhse84@gmail.com

Marital Status: Married (have 2 kids)

Military Service: Exempted On 2006-10-18

Driving License: Valid (type B - 2015-02-17)

Targeted Job

Objectives:

I aspire to be a part of a highly professional team, seek greater challenges and more responsibilities in which I can, apply the knowledge attained from my previous work experiences and widen it.

I'm motivated person and full of enthusiasm, energy, and eager to learn new things and I love challenges, things that make me independent.

Targeted Job Category: Customer services - Finances/Accountancy - Human Resources/Quality Management – NGO - Banks/Insurance – Administrative.

Experiences

Company Name -1- : Marrwai Co. " Importing & Exporting Tires"

Start & End Date: from 01-09-2008 to 01-08-2010 , from 01-09-2013

End Date: Still Working

Job Title: Accountant

Field of Work: Importing & Exporting

Job Type: Part Time

Work Place: Syria / Aleppo

Company Description: Imports tires from countries like -: France - Japan - Korea - China - Turkey - Indonesia - Taiwan; Export tires to countries like: Iraq - Algeria - Egypt - Libya - Lebanon and they are the exclusive agent in Syria for several types of brands of tires (BKT, SAILUN, ROVELO, LEO, LINGLONG, OZKA, MIRAGE).

Company Name-2-: Education and Illiteracy Eradication Association

Start Date: 16-08-2013

End Date: 10-03-2014

Job Title: Accountant

Field of Work: NGO

Job Type: Part time

Work Place: Aleppo

Company Description: With independent personal charity concerned with development and sponsored through education, awareness and partnerships with various government and private sectors.

Association targets:

- Eradication against illiteracy among the people.
- Rehabilitation of workers and employers □ liberal professions and junior staff to obtain various official certificates through the evening education.
- Help talented of them to complete their studies at the expense of Association, either through a loan or a donation.
- The organization of social, literary, scientific and cultural lectures.
- Finding free reading rooms.

Responsibilities

- 1- Manage the Finance operations of the project and ensure its progress and archived according to the plan and approved budget for the project.
- 2- A project-specific accounting operations proceeding and record all project expenses.
- 3- Ensure supplies and tools expenses in accordance with the regular purchase invoices.
- 4- Coordination with the project management for making a purchase and spending decisions.
- 5- Preparation of reports on the financial status of the project on a regular basis and delivered to project management.

Company Name-3-: Ahl Alkher Charity

Start Date: 01-01-2013

End Date: 15-08-2013

Job Title: Field Officer (Orphans Dep.)

Field of Work: NGO

Job Type: Full time

Work Place: Aleppo

Company Description: Ahl Alkher Charity was founded in 2006 with Ministerial Registration Number 1346 and has worked to ensure a real development not based on providing material aid only for poor families, but focused on building up the poor family a balanced structure that provide the opportunity of development the family and open the way in front of the family to be a supportive brick community Instead of being a burden on it.

Responsibilities

- 1- Preparation of studies and field surveys of the affected families, especially orphans and then determine necessary to orphans and their family' s needs and stand on them, and contribute to the proposal of programs and services that will give them.
- 2- Create a database of all orphans and their families registered association and all their needs.
- 3- Provision services to orphans and their families and evaluated and how to meet their needs
- 4- Execute and Propose of services provided programs for orphans and their families on a regular basis and a regular plan.

Company Name-4-: Sabbagh Group

Start Date: 01-09-2011

End Date: 25-09-2012

Job Title: Financial & Legal Adviser

Field of Work: Textile, Chemicals , Holdings ,

Job Type: Full time

Work Place: Aleppo

Company Description: A leading Syrian company for the manufacturing of home textiles and have an integral manufacturing network for producing, blankets, towels, bed spreads, table clothes, velvets, carpets for praying and decoration, also manufacturing chemical materials that uses in multi fields "CICACO CO.", also owns the Shahba Mall "Syrian-Jordanian Company for Real Estate Investments".

Company Name-5-: EURL TGCTP Terrassement Génie Civil et Travaux Pétroliers

Start Date: 22-08-2010

End Date: 07-07-2011

Job Title: Financial auditor

Field of Work: Construction

Job Type: Full time

Work Place: Algeria

Company Description: The company is implementing major projects in Algeria (Construction of the Pipe line - Earthwork and Civil Engineering - Electrical works - Mechanical and Industrial assembly - Installation of water pipelines for water transfer - Desalination plants - Fertilizer plants) In addition to that the company holds a certificate ISO 9001-2008.

Company Name -6- : Trade and Commission (Fruits & Vegetables).

Start Date: 01-08-2004

End Date: 01-08-2010

Job Title: Accountant

Field of Work: Trade

Job Type: Part Time

Work Place: Syria / Aleppo

Company Description: Trade and Commission company (Fruits & Vegetables) that imports and exports from countries like: Lebanon - Saudi Arabia - Turkey in addition to local markets.

References

Reference Name	Company	Job Title	Contact Info
Dr. Heiam Albain	Ahl Alkher Charity	Chairman of the Board	dr.heyam@gmail.com +963-944-755166
Eng. Maher Ghafari	UNICEF	WASH Officer at Aleppo office	MGhaffari@unicef.org +963-968-811242

Education

Educational Institution: University of Aleppo – Faculty of Economy

Location: Aleppo

Degree: Bachelor/ License Degree

Major: Business Administration

Graduation Year: 2008

Rate: 60.01

Languages

Mother Tongue: Arabic

Foreign Languages:

<u>Language:</u>	<u>English</u>	<u>French</u>
<u>Reading:</u>	Good	Fair
<u>Speaking:</u>	Good	Fair
<u>Writing:</u>	Good	Fair

Attended Courses

Course Name -1- : (MCAS) Microsoft Certified Application Specialist Certification

End Date: 2008

Institute: Averroes

Certified: No

Location: Aleppo

Course Field: MS-Office

Description:

The Microsoft Certified Application Specialist Certification, (MCAS) recognizes business professionals who have demonstrated proficiency or expertise in Microsoft Office 2007.

Course Name -2- : CIA - (Certified of Internal Auditor)

End Date: 2009

Institute: PDI - (Professional Development Institute)

Certified: Still studying

Location: Damascus

Course Field: Audit

Description:

The Certified Internal Auditor® (CIA®) designation is the only globally accepted certification for internal auditors and remains the standard by which individuals demonstrate their competency and professionalism in the internal auditing field. Candidates leave the program enriched with educational experience, information, and business tools that can be applied immediately in any organization or business environment.

Other Skills

1- I have good skills in MS Office package.

2- I'm reliable and hard worker.

3- I have the ability to work under pressure within defined deadlines.

4- I have Good Analytical & Presentation skills.

5- I have Ability to suggest practical solutions to solve issues and problems.