



Ahmad Deeb

📍 **Home** : Dummar Project, Damascus, Syria

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Date of birth: 01/02/1986 **Nationality**: Syrian

WORK EXPERIENCE

[01/2020 – Current]

Financial Controller

Freelancer

- Controlling payable and receivable accounts.
- Overseeing all financial planning and analysis.
- Forecasting future indexes.
- Monitoring monthly expenses in line with the budget.
- Tracking, reporting, and analyzing budget variances.
- Reviewing Company's financial statements and ensure that they are accurate.
- Preparing management month-end reports including profit and loss statements, balance sheets, and cash flow statements.
- Recommending changes in policies or procedures that improve financial performance.
- Preparing and analyzing budgets.
- Providing all needed financial reports for management.
- Ensuring compliance with government regulations.

[02/2018 – 11/2021]

Chief Audit Executive

Syrian Arab Insurance, Damascus (Syria)

Financial Audit

- List of fixed assets.
- Bank accounts.
- Balances, adjustments (financial statements), and budgets.
- Closing accounts (account balances) creditors, debtor (adjustments).

Accounting Audit

- Accounting processes.
- Bank accounts, account transactions, transfers.
- Account balances prepared by Finance Dept., agencies and accounting movements.
- Exchange mechanisms, assets, payment payables.

Technical Audit

- Agreements, contracts, endorsements including deals special conditions, technical rates, and its combability with reinsurance treaties and underwriting rules.
- Agreement brokerage commission and its related taxes.
- Technical Bordereau monthly check, moderation standards, production variations, and its reflection on the company's financial and technical statements.
- Harmonizing the production and marketing plans in accordance with the company's strategy.
- Work and Technical procedures of company departments.
- Measuring the turnover Reinsurance and Compensation accounts in both general and average balances.

Administrative and Legal Audit.

- Preventive measures and corrective actions.
- Identifying business risks and setting procedures to avoid potential frauds or errors.

[03/2018 – 11/2021]

Risk Manager

Syrian Arab Insurance, Damascus (Syria)

- Analyzing and reviewing new products study (feasibility study, technical, financial, pricing, actuarial, risk assessment, loss ratio with & without reinsurance, marketing).
- Creating underwriting risk assessment manual and monitoring its applications.
- Checking facultative reinsurance ceded risk files with reinsurer, reinsurance Dept., Finance Dept. quarterly.
- Preparing quarterly and annually reinsurance reconciliation reports.
- Analyzing technical loss ratios and defining the need of reinsurance covers, retention, and ceded shares per each insurance line taking into consideration SISC regulations.
- Setting claims settlement manual, checking claims settlement and ex-gratia claims reports, setting and monitoring claims reconciliation with other insurance companies, preparing IBNR and outstanding claims reports, preparing monthly and quarterly claims reports (paid, OS, IBNR, legal court) as per SISC requirements.
- Making sure that the Company is applying all governance regulations (official regulations, general and labor law, employment, turnover, internal policies).
- Monitoring the company's reputational risk management (customer service, reducing legal court claim, client's feedback, media and social media).
- Setting and monitoring IT risks policies (periodic maintenance, backup and safety systems, contingency plan for the current used IT system, active and updated antiviruses software for PCs & servers).
- Assessing investment risk and providing short /long term investment plan.
- Preparing detailed liquidity report (assets liquefaction, analyzing liquidity hypothetical best/ worst scenarios, monitoring premiums collection and claims settlement).
- Studying risk resulting from capital investment and technical results that might affect company's profits and liabilities.
- Preparing financial ratios analysis report (Liquidity, Debts, Cash flow, Trading (general liquidity), Quick liquidity, Premium Debts, Property rights, etc...).
- Preparing technical indicators report (Shareholders, Portfolio growth rate, Fluctuation in technical reserves, Percentage of received returns, etc...).
- Checking solvency reports.

[12/2015 – 03/2018]

Financial Auditor

Syrian Arab Insurance (Audi Group), Damascus (Syria)

- Preparing and auditing multiple financial statements and reports based on IFRS (quarterly, semiannually, yearly).

[08/2013 – 12/2015]

Technical accountant

Syrian Arab Insurance (Audi Group), Damascus (Syria)

[08/2011 – 08/2013]

Insurance Contracts Accountant

Syrian Arab Insurance (Audi Group), Damascus (Syria)

[06/2010 – 08/2011]

Head Accountant

Syrian Arab Insurance (Audi Group), Damascus (Syria)

[11/2008 – 06/2010]

Accountant

Syrian Arab Insurance (Audi Group),Latakia Branch

EDUCATION AND TRAINING

[2012]

Bachelor Degree - Financial Scientifics - Faculty of Economy - Tishreen University - Lattakia - Syria

[2011]

Managerial Leadership Program

HR Works - by Mr. Charles Saliba

[2017]

International Accounting Standards

Association of Syrian Certified Accountants

[05/2023 – Current]

CMA Preparation Course

Insight Institute - by Mr. Kassem Takriti and Mr. Amjad Al Yaghshi

LANGUAGE SKILLS

Mother tongue(s): Arabic

Other language(s): Good command of English language

SKILLS

Proficient at Microsoft Office | Google tools (Gmail Drive Google forms etc) | Internet user | Responsibility | Motivated | Good listener and communicator | Flexibility | Research and analytical skills | Strategic Planning | Planning and collaboration in heterogenous groups | Problem solving and decision-making. | Leadership skills:
