

# *CURRICULUM VITAE*



## *Personal Data:*

<b>NAME:</b>	Hassan Moh'd Jassim	<b>DATE OF BIRTH:</b>	24 Oct. 1970
<b>ADDRESS:</b>	P.O.Box 710 Manama - Bahrain	<b>NATIONALITY:</b>	Bahraini
<b>TEL.:</b>	((M) 39470434 (O) 222328	<b>MARITAL STATUS:</b>	Married
<b>CPR No.:</b>	701005530	<b>RELIGION:</b>	Muslim
		<b>SEX:</b>	Male

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## *Professional Qualifications:*

Oct 2000	Certificate in Insurance Chartered Institute of Insurance, UK
Nov. 1995- June 1996	Certified Public Accountant California Board of Accountancy, USA

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## *Academic Qualification:*

Sept. 1991 - June 1993	<b>B.Sc. in Accounting</b> University of Bahrain College of Business Administration GPA : 3.24
Sept. 1988 - June 1991	<b>Associated Accounting Diploma</b> University of Bahrain College of Business Administration
Oct. 1985 - June 1988	<b>Certificate in Accounting</b> Shaikh Abdulla Secondary School

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## *Work Experience*

October 2007 - Date

**Director**

***KPMG Fakhro***

Duties include

- Controls all stages of audit (Planning, collecting audit evidence and reporting).
- Performing complex fieldwork on assigned clients, assisting with the setting of budgets and pricing, scheduling audits, selecting staff and assigning workloads, developing the audit strategy, all within the KPMG Audit Methodology, and using technology tools
- Ensuring completion of audits/projects within the pre-set timescales and budgets, and explaining variances from budget and collects cash on time
- Reviews work performed by other audit staff.
- Evaluate the sufficiency and appropriateness of audit evidence.
- Highlights and researches all key audit issues.
- Prepares and present final deliverables to clients.
- Attend Audit Committees/Board of Directors/ Annual General Assembly meetings
- Coach /inducts less experienced staff.
- Advising client on technical matter and new developments in practice.
- Assists partners in targeting and approaching clients.
- Preparing proposals and sales initiatives
- Recruiting new staff
- Leading professional qualifications and international mobility programs

Oct 2005 - Sept 2007

Senior Manager

Oct 2002 - Sept 2005

Manager

Oct 1999 - Sept 2002

Assistant Manager

Sept 1993 - Sept 1999

Senior Auditor

Note: I was seconded to London office for two years from September 1999 till June 2001. During such period I was exposed to variety of experiences.

July 91 - Sept. 1991

**Purchasing Officer trainee**

***Bahrain Telecommunication Company.***

- Summer training in the Purchasing Department to meet requirement of B.Sc. graduation.





## ***Professional service experience:***

- Audit in accordance to IFRS and AAOIFI standards
  - Interim reviews
  - Internal audit
  - Agreed upon procedures
  - Review of Insurance Firm Return and Anti-money Laundry
  - Fraud investigations
  - Court expert opinion
  - Fixed asset inventORIZATION
  - Financial statements and financial report translation
  - Other advisory work
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## ***Special Skills:***

- Familiar with government framework including CFS, SFM, Budget Law, Public Tender Law , CSB rules and other laws and regulations
  - Solid insurance background
  - Good knowledge of commercial laws
  - Solid Knowledge of IFRS and AAOIFI standards
  - Accounting system review and preparing procedures manuals
  - Project management and supervision skills
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## ***Areas of Interests:***

- Challenging jobs
  - Reading especially business and management
  - Sports
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## ***References:***

**Jaffar Al-Qubaiti**  
**KPMG**  
Partner  
P.O.Box 710  
Manama - Bahrain  
Tel. : 39440037

# Curriculum Vitae

## Ebrahim Khalil Al Thawadi

HOUSE 3858, ROAD 916, BLOCK 809, ISA TOWN, BAHRAIN  
[calthawadi86@gmail.com](mailto:calthawadi86@gmail.com)  
+973 39622822

### PERSONAL DETAILS

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**Date of Birth:** 31 July 1986  
**Sex:** Male  
**Nationality:** Bahraini  
**Marital Status:** Married

### SUMMARY

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A bachelor's degree with over 12 years of professional exposure in VAT, external and internal auditing, finance, business development, and risk management. Academically, I have graduated with Bachelor in Business and Administration major in Finance Management from the Arab Academy for Science and Technology, Cairo, Egypt.

My record of academic, professional qualification and career history, demonstrates attributes that make me a valuable human asset addition to any organization. Strengths include pleasant personality, strong desire for continuous education and learning to enhance career development, team work and problem resolution with excellent inter-personal and communication skills. I am ambitious, committed, active, and enjoy socializing with people, making everyone around me feel as comfortable as they can be.

### CAREER OBJECTIVE

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I wish to obtain a senior position in the finance division of a major Organization and play an integral role in the growth of the Organization. The skills and challenges of the finance practice appeal to me.

### EDUCATION

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2004-2008	<b>ARABIC ACADEMY FOR SCIENCE AND TECHNOLOGY, CAIRO, EGYPT</b> <i>Finance management (Bachelor Degree)</i>
2019	<b>THE ASSOCIATE OF TAXATION TECHNICIANS</b> <i>Bahrain VAT Compliance Diploma, ATT</i>
2010	<b>NATIONAL INSTITUTION OF TECHNOLOGY</b> <i>Managing priorities</i>
2008	<b>NATIONAL INSTITUTION OF TECHNOLOGY</b> <i>Basic Communication skills</i>
2007	<b>CAIRO UNIVERSITY</b> <b>PROTECTION AGAINST THE MONEY LAUNDERING</b>
1998-2004	<b>MODERN KNOWLEDGE SCHOOL, MANAMA, BAHRAIN</b> <i>American High School Diploma</i>

## **WORK EXPERIENCE**

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October 2018 **KPMG FAKHRO**  
- Present *Assistant Manager – Tax and Corporate Services*

KPMG in Bahrain is established through its member firm KPMG Fakhro. The firm was established in 1968, since then it has grown in stature and reputation. KPMG Fakhro have been providing audit, tax, and advisory services and offer clients a broad array of services complemented by technical and industry experience.

### **Duties & responsibilities: (Tax and corporate services)**

- Managing multiple VAT assignments.
- Undertake VAT assignments from initial contact with client, up to preparation of impact assessment reports in accordance all relevant local legislations.
- Involved in a range of VAT implementation projects across GCC identifying VAT impacts and designing and implementation solutions aligned with leading practice.
- Participating in researching VAT issues, preparing written communications, helping clients with responses to tax authorities and assisting client in maximizing tax credit claims and improving their tax function.
- Participating in preparing and reviewing monthly VAT returns for complex organizations in diverse and specialized industries.
- Provide an expert advice on how legislative development changes might impact particular aspect of the organizations.

November 2008 **KPMG FAKHRO**  
- 2018 *Associate – Audit & Advisory*

### **Duties & responsibilities: (External Auditor)**

- Undertake audit assignments from initial contact with client, up to preparation of audit reports in accordance with IFRS, ISA and all relevant local legislations.
- Serving as an In-charge in audit of institutions, local governmental entities, construction contractors, manufacturing, private equity and non-profit entities. Responsible for the budgets, billings and the overall completion of the engagements.
- Analyzing of financial and non-financial data and patient sensitive information, evaluate the results and formally report to the client organizations.
- Continuously manage relationships with the client and the way that audit work is undertaken in order to meet fully both client and our firm expectations and requirements.
- Promote and maintain good client relations and the good reputation by ensuring audit work is undertaken with integrity, competence, objectivity and confidentiality.
- Discuss and agree with the client audit findings, recommendations and suggested solutions as appropriate.
- Planning and coordinating a number of complex audit assignments to meet time deadlines and client requirements with the ability to re prioritize work to meet these conflicting needs.
- Identifying and highlighting potential non-compliance with applicable accounting standards and local relevant regulations; attempting to resolve them through discussions with the client's management.
- Assigning, supervising, supporting and mentoring less experienced staff to enhance their ability in performing the work effectively and efficiently. As well as, providing on-job training and professional development for the audit team.
- Review newly issued accounting literature and determines applicability to the entity.
- Providing analysis of capital structure, organizational structure and activities, risk analysis, projection of revenues and operating costs, and analysis of the anticipated return on investment.
- Interim audits, quarter reviews.
- Agreed upon procedures - certification of Government Levy Return, Report on factual findings on Sales.

**Duties & responsibilities: (Internal Auditor)**

- Assist in developing and updating the annual internal audit plan using the risk-based methodology approved by the Audit Committee:
- Execute the approved annual internal audit plan including any special tasks or projects, by performing audits and reviewed assignments that include assessing of process risk and testing internal controls.
- Plan individual audit assignment by conducting process understanding and developing audit programs to test business processes and controls.
- Execute the audit program by supervising other team members and liaising with the process owners to obtain the required information, perform and document tests and highlight audit exceptions and observations.
- Participate in audit meetings with process owners to present and discuss audit exceptions, observations and recommendations.
- Ensure that the audit file (hardcopy and softcopy) is prepared for each audit and review assignment, properly completed and referenced, contain all the supporting documents and signed-off by all team members.
- Prepare the draft internal audit report highlighting the audit observation and exceptions, recommendations and management agreed action to implement the proposed recommendation.
- Conduct regular follow-up exercise on outstanding remedial plans to check the status of implementation and test that the required changes have been implemented and function properly.
- Review audit follow-up reports to present the status of implementing remedial plans to senior management and Audit Committee.
- Assist in preparing presentation to summarize the status of execution of internal audit plan, internal audit activities and key issues.
- Conduct research and analysis on areas specified by the Head of Internal Audit.
- Assist in liaising with regulatory authorities and external auditors for completion of regulatory audits in a seamless manner and to follow up on their reports for timely compliances.

**TRAININGS**

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• **Annual IFRS baseline and update:**

To review and update changes to IFRS, new standards, and policies.

• **Annual ethics, independence, data privacy and acting with integrity trainings:**

To enable the professional accountant in public to express a conclusion and be seen to express a conclusion, without bias, conflict of interest or undue influence of others. The training is aimed at identifying and minimizing threats to independence, data privacy and integrity.

• **Quality and Risk management:**

To achieve the following key objectives:

- Oversee and monitor service quality;
- Comply with laws, regulations and professional standards;

**TECHNICAL & PERSONAL SKILLS AND INTERESTS**

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- Proficient user of Microsoft Windows and Office package, and can effectively utilise for research the internet;
- Ability to cope under pressure as a result of my calm and patient nature as effectively displayed in current employment allowing me to be rational and organise tasks efficiently;
- Excellent team work and target meeting ability gained through my work background;
- Possess exemplary business manner developed through telephone and field experience;
- Vast communication skills gained through study and work period as a result of integrating with people from all over the globe;
- Fluent and good conversational skills in both of my languages, Arabic and English; and
- Other interests include travelling, engaging in various sporting activities such as football, volleyball and diving.

**REFERENCES**

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References available upon request.

SIGNATURE  
Ebrahim Al Thawadi



**MANSOOR SAYED AHMED ALWEDAIE**  
230 R 4209 . DURAZ 542  
KINGDOM OF BAHRAIN  
MOBILE +973 39988098 /  
+ 973 17694976

**PERSONAL INFORMATION**

**Nationality: Bahraini**  
**CPR Number: 860600823**  
**Email: m.alwedaie@gmail.com**

**JOB OBJECTIVE**

**As an employee in a one of the big firms around the world I am looking to join a professional organization in order to develop my competencies and achieve the desired career path.**

**EDUCATION**

**2009 University of Pune**

Bs. commerce (Cost & work accounting)

**2006 University of Bahrain**

Completed 24 credits in Bs.c \_Marketing

**2004 Ahmed Al Omran Secondary Boys School**

High School \_ Commercial faculty

**SKILLS**

**Computer skills:**

MS Office: MS WORD, MS PowerPoint, MS Excel, MS Access

Languages: Good commands of spoken & written Arabic and English

Interpersonal skills: Excellent teamwork and Presentation skills.



## EXPERIENCE & TRAINING

### **October 2020 up to date: KPMG Fakhro**

#### **Manager – Tax and corporate services**

##### **Duties as follow:**

- Managing a list of large size clients in relation with VAT implementation, VAT Compliance.
- Managing the team members whom working on clients and maintain the final deliverables as per the standard of the firm.
- Involved in a range of VAT implementation projects across GCC identifying VAT impacts and designing and implementation solutions aligned with leading practice.
- Provide a VAT training to our client in relation with the VAT impact, issues and departments requirements.
- Researching VAT issues, preparing written communications, helping clients with responses to tax authorities and assisting client in maximizing tax credit claims and improving their tax function.
- In charge of the compliance process in the department by reviewing monthly/Quarterly VAT returns for complex organizations in diverse and specialized industries.
- Provide an expert advice on how legislative development changes might impact particular aspect of the organizations.

### **October 2018 to September 2020: National Bank of Bahrain**

#### **Head of Tax and Proofing**

##### **Duties as follow:**

- Reviewing system changes and ensure full compliance with VAT law ensuring adequate VAT knowledge for all relevant employees through giving on-going trainings for the all the employees of the Bank
- Preparing periodically VAT return for all instances including the GCC branches through coordinating with them to ensure the adequate records are being maintained according to the regulations.
- In charge on the taxation process in KSA to ensure withholding taxes, interim payments and annual filings are efficiently handled.
- In charge on the Tax Authority clearance process to ensure KSA branch obtain taxation clearance from the GAZT and or the dispute committees.

- Acting as single point of contact and subject matter expert with respect to all insurance matters and claims, including ensuring adequacy of cover, appropriateness of premiums and the Bank's adherence to conditions required of Bank.

**October 2017 to November 2018: Keypoint Consultancy – Bahrain**

**Assistant Manager – Tax consulting**

**Duties as follow:**

- Involved in a range of VAT implementation projects across GCC identifying VAT impacts and designing and implementation solutions aligned with leading practice.
- Participating in researching VAT issues, preparing written communications, helping clients with responses to tax authorities and assisting client in maximizing tax credit claims and improving their tax function.
- Participating in preparing or reviewing monthly VAT returns for complex organizations in diverse and specialized industries.
- Provide an expert advice on how legislative development changes might impact particular aspect of the organizations.

**February 2016 to September 2017: Deloitte and Touche Middle East – Kobar – KSA**

**Senior Consultant – Tax compliance and advisory**

**Duties as follow:**

- Technical contribution to business tax advisory and compliance client engagement and projects.
- Participating in researching tax issues, preparing written communications, helping clients with responses to tax authorities and assisting client in maximizing tax credit claims and improving their tax function.
- Participating in preparing or reviewing income tax returns for complex organizations in diverse and specialized industries tax savings and risk reducing opportunities for consideration and implementation; and preparing an estimated tax liability to assist the client in meeting its tax payment obligations.
- Contribute to present work findings to clients.

**April 2010 to February 2016: KPMG Fakhro**

**Associate – Audit Department**

**Duties as follow:**

- Working as an auditor by examining and analyzing accounting records to determine financial status of the companies on several sectors.

- Allocated to several account assignment detailed on bookkeeping and preparation the management account reports of KPMG clients for their full financial year.
- Handling the invoicing part of Tamkeen project to collect the receivables and analyzing the reports accordingly.
- Assist in preparation risk documentation of Tamkeen clients.
- Assigned to one of Tamkeen Projects by doing cost benefit analyses of the supported equipment's and calculate the return on investment.
- Undertake audit assignments from initial contact with client, up to preparation of audit reports in accordance with IFRS, ISA and all relevant local legislations.
- Serving as an In-charge in audit of institutions, local governmental entities, construction contractors, manufacturing, private equity and non-profit entities. Responsible for the budgets, billings and the overall completion of the engagements.
- Analyzing of financial and non-financial data and patient sensitive information, evaluate the results and formally report to the client organizations.
- Continuously manage relationships with the client and the way that audit work is undertaken in order to meet fully both client and our firm expectations and requirements.
- Promote and maintain good client relations and the good reputation by ensuring audit work is undertaken with integrity, competence, objectivity and confidentiality.
- Discuss and agree with the client audit findings, recommendations and suggested solutions as appropriate.
- Planning and coordinating a number of complex audit assignments to meet time deadlines and client requirements with the ability to re prioritize work to meet these conflicting needs.
- Identifying and highlighting potential non-compliance with applicable accounting standards and local relevant regulations; attempting to resolve them through discussions with the client's management.
- Assigning, supervising, supporting and mentoring less experienced staff to enhance their ability in performing the work effectively and efficiently. As well as, providing on-job training and professional development for the audit team.
- Review newly issued accounting literature and determines applicability to the entity.
- Providing analysis of capital structure, organizational structure and activities, risk analysis, projection of revenues and operating costs, and analysis of the anticipated return on investment.

**REFERANCE:**

Available upon request.