MUHAMMAD ZOUQ FALAK

ACCA Member • CPA • ACA Finalist • SOCPA Member • ***BSc Accounting Finance U.K*** **• Masters in Commerce**

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- **Location:** Riyadh (Open to relocate)
- **Available:** Immediately

Professional Summary

Result,oriented finance professional with 6+ years of experience in project financial controlling, budgeting, and cost management across infrastructure, manufacturing, and client-based projects. Masters in commerce, BSc in Applied Accounting & Finance (First-Class Honors), ACCA, CPA, and SOCPA-qualified, with proven ability to manage multi-million project budgets, implement robust cost-control frameworks, forecast cash flows, and deliver variance analysis to protect profit margins. Adept at preparing executive-level reports, KPI dashboards, and milestone tracking to support strategic decision-making. Skilled in collaborating with finance, operations, and project teams to ensure projects are delivered on budget, on time, and in compliance with IFRS/SOCPA standards.

Core Competencies

• Project Financial Controlling	• Budgeting & Forecasting	• Cost Control & Analysis
• Cash Flow Management	• Financial Management	• Client Pricing Analysis
• Executive Reporting (CEO/CFO)	• KPI & Milestone Tracking	• Advanced Excel Modeling
• Treasury Management	• IFRS / SOCPA / US-GAAP	•Process Mapping & Controls

Professional Experience (6+ Years)

Al Rashid (RTCC) – IC ICTAS Joint Venture (Riyadh, KSA)

(SEP 24 – Present)

A Saudi–Turkish collaboration between Al Rashid Trading & Contracting Company (RTCC) and IC ICTAS Construction, a subsidiary of IC Holding. The JV delivers large-scale infrastructure and aviation projects aligned with Saudi Arabia's Vision 2030, combining RTCC's regional expertise with IC ICTAS's global construction excellence.

Senior Project Accountant

Scope: Lead the complete financial governance and accounting operations for the **King Khalid International Airport Expansion Project (Riyadh)** valued at **SAR 3.8 billion,** ensuring compliance with **IFRS, ZATCA,** and **Turkish HQ standards,** while driving transparency, cost efficiency, and audit excellence through successful coordination with **KPMG** for interim and annual external audits.

- Independently manage end-to-end project accounting operations, including cost tracking, general ledger management, ERP-based accounting (SAP & Delta), and monthly financial closings in accordance with Turkish HQ standards and IFRS.
- Direct full project financial control over SAR 4 billion budgets, applying IFRS 15 cost-to-cost revenue recognition and conducting monthly variance analyses to keep projects within approved margins and timelines.
- Prepare and submit comprehensive monthly financial statements and reports to the head office, ensuring accuracy, compliance, and transparent visibility of project financial performance.
- Coordinate with project managers, procurement, and engineering teams to align cost estimates, billing milestones, disbursement schedules, and contractual terms—ensuring optimal fund utilization and execution control.
- Oversee cash flow management, treasury operations, and bank relations, including preparation of rolling forecasts and negotiation of credit facilities, ensuring uninterrupted funding and optimized financing costs.
- Monitor budget consumption, cost structures, and cash positions to strengthen financial discipline, mitigate risks, and support strategic decision-making.
- Ensure full compliance with Saudi financial regulations, ZATCA, and VAT standards, maintaining audit readiness and achieving clean audit opinions with zero penalties.
- Supported interim and annual external audits conducted by KPMG, preparing audit schedules, reconciling balances, and addressing auditor queries to ensure a smooth and timely audit process.
- Act as the primary finance liaison between local operations and Turkish headquarters, facilitating transparent cross-border financial reporting and governance.
- Implement cost-control dashboards and KPI tracking tools (Excel/Power BI) to enhance management visibility on profitability, cost drivers, and financial performance.
- Supervise and mentor junior finance staff and project accountants, standardizing reporting practices and strengthening internal controls and data accuracy.

HI-TECH Industrial Group (Riyadh, KSA)
(Dec 22 – Aug 24)
A leading Saudi-based steel manufacturer established in 2006, delivers innovative fencing and smart solutions to meet the Kingdom's security and smart city needs with quality, value, and expertise.
Finance & Business Operations Consultant

- Oversee full-cycle accounting, including month-end closing, P&L reporting, project profitability analysis, and cash flow management, delivering accurate, timely insights to support strategic decision-making.
- Design and implement financial and operational policies in collaboration with the CFO, focusing on receivables recovery, inventory control, payroll structure, and end-of-service benefits to enhance operational stability and efficiency.
- Drive ERP adoption and optimization using Odoo, automating finance processes, improving reporting accuracy, and strengthening internal controls.
- Streamline financial and operational workflows to optimize cash flow, reduce bad debts, and enhance overall company performance.
- Collaborate cross-functionally with HR and management across locations on strategic financial planning, Iqama renewals, and regulatory compliance, ensuring alignment with Saudi tax laws and ZATCA requirements.
- Participate in weekly policy and month-end review meetings with the CFO and management team, providing actionable insights to improve business performance and operational decision-making.
- Monitor key performance metrics and financial KPIs, providing data-driven recommendations to enhance efficiency, profitability, and strategic growth initiatives.

SUPER FINANCIAL LIMITED (LHE, PK)
(Feb 20- Nov 22)
Certified accounting firm serving over 1,600 SMEs across UK, UAE, and Pakistan
Assistant Accounts Manager

- Managed statutory accounts and prepared corporation tax computations, ensuring timely and fully compliant filings under UK regulations.
- Prepared and submitted VAT and corporation tax returns in line with HMRC requirements, maintaining 100% compliance.
- Supported the Accounts Manager in quality control, raising service standards and strengthening client satisfaction levels.
- Lead weekly issue reviews and facilitated monthly core team meetings, driving better communication and faster task resolution.
- Finalized year-end trial balance adjustments, delivering accurate and complete financial statements.
- Collaborated with a nine-member accounting team, meeting tight deadlines and ensuring timely completion of all client projects.
- Introduced streamlined working papers and checklists, improving audit readiness and reducing year-end close time.

Education & Professional Development

- **Master's in Commerce** – Higher Education Commission, Pakistan
- **Bachelor of Applied Accounting & Finance (First Class Honors)** – Oxford Brooks University, UK
- **ACCA – Member** – Association of Chartered Certified Accountants, UK
- **CPA – Qualified** – Certified Public Accountant, Pakistan
- **SOCPA – Member** – Saudi Organization for Chartered and Professional Accountants
- **ACA – Finalist** – Institute of Chartered Accountants in England and Wales (12/15)

Certifications

- **Advanced Excel for Financial Modeling** – Udemy
- **ERP Training** –SAP, Odoo, QuickBooks, Xero
- **Gender Sensitivity in the Workplace**–MCB
- **Audit Virtual Experience** – PWC
- **Certificate of Data Privacy** – KPMG

Technical Skills

- **Advanced Excel:** Pivot Tables, Power Query, multi-sheet financial models, scenario analysis, and interactive dashboards for project and executive reporting.
- **ERP Systems:** SAP, Odoo, & Oracle Fusion for project accounting, procurement integration, and automated reporting.
- **Project Financial Reporting:** Preparation and analysis of P&L statements, cash-flow forecasts, budget vs. actual variance reports, and KPI dashboards