

Karwan H. Mustafa

Curriculum Vitae

Date of Birth: 30.10.1984
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Higher Education

- 2013-2014** Master's degree - **MSc Accounting and Finance**, School of Management, University of Leicester- The United Kingdom.
- 2003-2007** Bachelor's degree - **BSc Accounting**, College of Commerce, University of Sulaimaniya
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Work Experience

- 08. 2007 - Present** **Accounting Director – Full time, Directorate of Accountancy, Court of Sulaimaniya.**
I am responsible of the main accounting unit at the presidency court of Sulaimaniyah, and supervise the accounting sub departments such as Petty cash accounts sub dep., public expenditures, public revenues, bank reconciliations and transactions, and payroll department. This is in addition to preparing annual budget of the court.
- 09. 2017 – Present** **Asst. Lecturer- part time, Komar University of Science and Technology**
I teach the following modules; Advanced Accounting, International Accounting, Managerial Accounting, Auditing, Taxation and Governmental Accounting to undergraduate level students, fully in English, as well as supervising graduation projects.
- 09. 2019 – Present** **Asst. Lecturer- part time, University College of Goizha**
I teach the following modules; Governmental Accounting and Public Finance, Accounting Theory, Managerial Accounting fully in English, at undergraduate level through weekly lectures.
- 09. 2016 – Present** **Asst. Lecturer- part time, Cihan University- Sulaimaniya Campus**
I teach Auditing and Accounting Theory modules to fourth stage students through weekly lectures and supervise graduation projects, fully in English.
- 10. 2015- 02. 2016** **Sales assistant, Waitrose Surbiton- London – UK**
Working on till and serving customers
- 12. 2014- 10. 2015** **Crew Trainer- McDonald's Surbiton- London- UK**
Working on till as well as training new crew members
- 04. 2009- 05. 2010** **Accounts Payable – Full time, Lafarge Cement Company**
The job summary included, creating purchase orders, organizing vendor accounts, and monitoring corporate bank activities through the following:
- Receiving and reviewing debt applications received from suppliers, accruals and inputting the purchase orders into Oracle, and then recording these transactions in the accounting journal by (AP - accounting payable entries) in Oracle system.
 - Paying the company's suppliers, inputting payable transactions and recording the payment entries by (GL - General Ledger entries) in Oracle system.
 - Dealing with bank transactions via bank reconciliations, settlements, interests and bank commission based on bank statements and recording the required entries.
- 07. 2008- 02. 2009** **Accounting analysts and Financial Auditor–Full time, G.R.D, ASEC Cement CO.**
- Organising, reviewing, and auditing the bills and invoices, and then ratification the procurement.
 - Analysing and classifying monthly expenses by using Excel as well recording the transactions in the Accounting Journal and post them over into the General Ledger,
 - Preparing the income statement and the balance sheet of the firm and preparing reports to the parent company.

Skills

Language skills: Advanced in **English**; Fluent in **Kurdish** and **Arabic**.

Computer skills: Mac and PC, MS Office applications, Oracle and SPSS as well as Google classroom.

Other

References available upon request