

# Othman Jan

Finance Director



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## SUMMARY

A professional Finance Director with excellent financial services operations experiences in large organizations accumulating over ten years in business operations, shared services, and accounting activities as well as leading several large-scale finance transformation projects. With exposure to a number of sectors including Social Insurance, Healthcare, Industrial, Management Consulting, Entertainment, F&B, and NGOs.

My objective is to drive the finance function and business performance into competitive advantages for organizations to meet business objectives and mobilizing transition to adopt new technologies, capabilities, and approaches.

## EDUCATION



**Executive Leadership Certificate** Sep 2021 - Present -

Cornell University

📍 USA

The program focuses on strategy development, business acumen, leadership skills, team building and leading highly productive teams, quality and service excellence, and strategic decision making.

**Professional Certificate in Business** Feb 2020 - May 2020

**Analytics**

Cambridge University - Cambridge Judge Business School

📍 UK

The program is designed for managers across different functions who are interested in implementing analytics projects at their organisation, and provides them with the techniques needed to transform their organisation into one that is driven by data.

**Master Degree in Finance** Feb 2016 - Aug 2018

Colorado State University- GC

📍 USA

Gained the financial aspects of modern business, including solid analytical skills, financial decision-making skills, weighing risk and return, global marketing analysis, strategic planning and reporting, and financial ethical standards.

**Financial Modeling and Valuation** Jun 2019 - Feb 2020

**Analyst- Professional Certification**

Corporate Finance Institute (CFI)

📍 Canada

Certification Program designed to build strong capabilities in financial modeling, Accounting, corporate finance, budgeting and planning, Merger and Acquisition, finance valuation, strategy, and more.

**Bachelor Degree in Accounting** Jan 2007 - Aug 2011

Mount Saint Vincent University

📍 Canada

A challenging and rich 4 year Accountancy degree program consisting of a wide range of core business and accounting courses.

**Academic English Program** Oct 2006 - Nov 2007

## WORK EXPERIENCE



**Director, Finance Shared Services** May 2020 - Present -

**Center (SSC)**

Makkah Healthcare Cluster (W1) - Ministry of Health

📍 Makkah , Saudi Arabia

Primarily tasked with two pathways: Operations tasks and Transformational Projects. Finance Shared Services Operations included design and implementation of cluster finance shared services model across cluster facilities of 10 hospitals and 84 primary healthcare centers by overseeing the day-to-day finance and accounting functions and activities including payable and treasury management, Revenue Cycle Management, financial and management reporting activities, and budgeting and planning of funds.

While also co-lead the second transformational pathway in parallel with other finance teams for projects such as clinical costing and cost software implementation; re-design and review Chart of Accounts segments and structure; finance function capability assessment and development; Revenue Cycle Management Re-construction; Fixed asset identification, valuation and management; design new ERP finance system through world class consulting companies including Ernest and young, Alverz and Marsal , and Arther D. Little.

Additional Projects: Finance Function Tasks Migration from Regional Directorate of Health to Cluster, Engagement management of Program for Health Assurance and Purchasing (PHAP), Financial Planning and Investment Structuring of a special project, Budgeting and planning of several other internal CEO facility and PHCs Projects, Treasury Single Account (TSA) implementation for cash management, , Financial reporting as per government regulation and IPSAS, Spending Efficiency Initiative

Committees: Minimum Investment Return committee- member, Awarding and initiation committee - member

**Board of Director Member/Treasurer** Aug 2021 - Present -

Saudi Trainers' Association

📍 Saudi Arabia

Responsible for the financial well-being of the business and overseeing the finance operations, financial budgeting, business revenue generation and planning of business activities, managing the

TESL Center at Saint Mary's University

📍 Canada

A Full Year Intensive English Program divided several levels to ensure mastery of language proficiency

## LANGUAGES



English



Arabic



## CERTIFICATIONS



### Financial Modeling and Valuation Analyst (FMVA)

Feb 2021

Corporate Finance Institute

A Certified World-Class Financial Modeling Professional

### CertIPSAS -in progress

ACCA

## MOST PROUD OF



### Leading with care and Emotional Intelligence

Team engagement, Positive Influence and motivating positive attitude for effective organization



### Life-Long Learner

On a life-long learning journey in the pursuit of knowledge and uncovering curiosities for personal development



### Planning and Excellence

Analyzing Issues, Decision Making, Project Management, Strategic Planning



### Challenge Seeker and Experimenter

Challenging the Status Quo and pursuing Big Projects and Tasks

## AREAS OF EXPERTISE



Strategic Planning and Direction

Operational and Financial Efficiency

Financial Reporting

Financial Modeling

Financial Management

Budgeting and Forecasting

Corporate Finance

Cash Management

Revenue Generation

Contract Management and Planning

Procurement Planning

Treasury Management

Cost Management

Asset Utilization and Planning

Financial Planning and Investment

Business Data Analytics

Financial and Business Intelligence Reports

accounting bookkeeping, financial reporting, and annual audit, and ensure financial sustainability and growth.

Also collaborate with BOD on the strategic direction of the association to develop scope of services provided and improve its access to our clients.

### Financial and Management Consultant (Freelancer) Feb 2020 - Present -

Rawahel Consulting

📍 Saudi Arabia

A finance professional joined a network of experts providing consultations to multiple clients in different sectors, including non-profit, education, Hospitality and others.

Financial Consultation Services included Financial reporting and accounting activities setup, Finance function capability assessment, governance framework and structure evaluation, Investment performance evaluation and long-term sustainability, Wakf beneficiary entitlements redesign.

### Senior Financial Analyst- Part time contract Jul 2018 - Dec 2018

Gaia Equity

📍 Saudi Arabia

This role tasks included performing market analysis and business performance reports, business credit and information memorandums, business activity summaries, corporate restructuring and financial development tasks, Merger & Acquisition activities and modeling, and business sales leads evaluations.

### Finance Operations and Insurance Affairs Nov 2011 - Apr 2020

General Organization for Social Insurance

📍 Saudi Arabia

Responsible for handling Daily financial operations and reporting tasks, financial assurance activities, processing and managing payables to vendors and beneficiaries, review insurance and claims benefits with eligibility team, processing paychecks for beneficiaries and third-party persons, review billing and conducting verification checks, among several other tasks.

Projects: Enterprise Resource Planning System, Finance Module Track- Design Engagement and Implementation, Document Management System Set-up and team training, Customer services flow and process redesign, sharepoint and collaborative data forms and templates, work productivity improvements, risk assessment activities.

Teams memberships: Finance Support and Admin Taskforce, Information Technology Professionals

## PERSONAL SKILLS



Leadership 90%

Communication 100%

Self-motivation 100%

Decision Making 90%

Adaptability 90%

Analytical and Critical Thinking 90%

Teamwork 100%

Technology and Computer Proficiency 90%

Problem Solving 90%

## HOBBIES



Traveling and experiencing new cultures



Reading and Listening to Audio books



Sports: Volleyball, Squash, Ping pong, and Running

## COURSES

**International Public Sector Accounting Standards (IPSAP) Certification**

ACCA

Professional Certification from ACCA - In Progress

**Financial Viability and Health for the non-profit sector** Oct 2021

Ministry of Human Resources and Social Development

**Budgeting and Planning** Nov 2019

Arther D. Little

Sponsored by Ministry of Health

**Conversion from Cash to Accrual Basis Accounting** Nov 2019

Arther D. Little

Sponsored by Ministry of Health

**Finance Policies and Procedures** Nov 2019

Arther D. Little

Sponsored by Ministry of Health

**Business Valuation Modeling** Oct 2019

Corporate Finance Institute

**Financial Planning and Analysis FP&A Monthly Cash flow Forecast Models** Dec 2019

Corporate Finance Institute

**Real Estate Financial Modeling** Jan 2020

Corporate Finance Institute

**Dashboard and Data Visualization** Nov 2019

Corporate Finance Institute

**Corporate and Business Strategy** Oct 2019

Corporate Finance Institute

**Credit Risk Modeling** Sep 2019

Wall Street Mojo

**Project Management** Sep 2011

Smart Steps Training Center

**Data Collection and Assessment** Mar 2019

Leoron