

Wafae El Bekri

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EXPERIENCE

Evaluation Coordinator

Ottawa, Canada

ELAM: Corporate Language School

August 2022 - November 2023

- Coordinated the entirety of the evaluation process, including evaluation reports verification before submission, ensuring client satisfaction and adherence to requirements.
- Developed a dynamic Excel reporting tool to ensure effective and efficient tracking of evaluations and streamline the invoice reconciliation process which resulted in accurate and timely integration of monthly adjustments, significantly reducing omissions and gaps.
- Collaborated with various teams and contributed to different tasks ranging from full cycle accounting to HR to streamline the workflow, enhance client communication, and maximize satisfaction.

Tax Auditor

Casablanca, Morocco

Ministry of Economy and Finance, Direction Générale des Impôts

May 2018 - July 2020

- Developed and implemented comprehensive pre-audit plans to improve the overall approach to corporate audit and related procedures, which can help broaden the scope of audit to multiple companies from different sectors.
- Analyzed financial statements of audited companies to detect possible fraudulent activities and ensure compliance with accounting standards.
- Conducted communication meetings with taxpayers and accountants to gather required documents to be scrutinized and press audit findings and accounting discrepancies.
- Facilitated negotiation meetings with audited companies to achieve mutual agreements, prioritizing Treasury interests and successfully achieved amicable agreements before the completion of audit procedures.

Tax Investigator

Casablanca, Morocco

Ministry of Economy and Finance, Direction Générale des Impôts

June 2014 - May 2018

- Managed a portfolio of corporate entities within a defined geographic area and provided comprehensive assistance to said entities and their accountants for all tax-related inquiries, ranging from corporate tax, professional tax to geographical specific or municipal services tax.
- Handled taxpayer claims efficiently, maintaining effective communication and adherence to deadlines and procedures.
- Conducted thorough tax audits on declarations, promptly reporting findings and providing necessary statistics to regional and central administrations.

Auditor Intern

Casablanca, Morocco

La Générale Des Comptes, Audit and Accounting Firm

January 2013 - November 2013

- Collected and analyzed financial statements, reports, and book records, and assisted senior auditors and analysts in the preparation of financial risk assessments.
- Contributed to audit planning, audit procedures documentation.

EDUCATION

National School of Business and Administration (ENCG – USMBA University)

Fès, Morocco

Master: *Audit And Management Control (Equivalent to a Master's Degree, as determined by WES, Toronto, ON)* 2018 - 2013

Master's Thesis subject: "The Prevention of financial risks in mid-sized businesses and the importance of Statutory Audit"

INVOLVEMENT

Advisory group and Post-Secondary School Training Association

Casablanca, Morocco

Tutor in Accounting and Management

January 2013 – April 2014

SKILLS

Language: Fluent in French, English and Arabic

Technical: Proficient in Microsoft Excel, Microsoft Office suite, Microsoft Power BI, SAGE

Fields of Interest: Accounting, Tax, Audit, Risk and Financial Analysis