

Kuwait, 11. September, 2023

Employment Confirmation

Mr. Ali Faghih, born on February 06, 1978, in Switzerland, was employed by our company from April 08, 2022, to September 20, 2023. He held the position of Financial and Operational Accounting Specialist with a focus on payroll functions.

Mr. Faghih's role encompassed financial and operational accounting, with a specific emphasis on payroll management. He carried out his responsibilities at an average workload of 50%. His work was conducted via telecommunication, combining in-office and telecommuting arrangements

ARTECHCO is a quality service provider in the fields of Civil Engineering Projects, Transportation, Facilities Management and Surplus Materials. We are also active in the fields of electro-mechanical works, maintenance contracts, fabrication-installation for pipes & tanks, sand blasting-painting works, HR services and renting of heavy construction equipment.

Mr. Faghih's responsibilities encompassed various critical tasks within the realms of financial and operational accounting:

- Accurately allocated and distributed operating expenses across different cost centers and accounts.
- Calculated personnel costs, including salaries, benefits, and associated expenses.
- Analyzed financial data to ascertain the company's profitability.
- Accurately processed payroll for all 68 employees, including salary calculations, deductions, and withholdings.
- Ensured strict compliance with tax regulations and social security requirements.
- Proactively addressed payroll-related inquiries and promptly resolved discrepancies.
- Collaborated effectively with IT and HR teams to streamline data management processes.
- Key Performance Indicator Analysis in Power BI

Proficiently utilized Power BI and similar data analysis tools to create and analyze key performance indicators (KPIs). Developed and maintained dashboards and reports for monitoring financial and operational metrics. Extracted actionable insights from data to support informed decision-making processes.

Throughout his tenure, Mr. Faghih consistently demonstrated exceptional proficiency in financial and operational accounting, particularly within the domain of payroll management. His expertise and dedication greatly contributed to the efficiency and effectiveness of our financial operations.

Beyond his technical competencies, Mr. Faghih was an exemplary team player. He frequently collaborated with other departments, fostering seamless financial operations and ensuring cross-functional cohesion. Moreover, his unwavering commitment to upholding the confidentiality of sensitive employee information earned him high commendation.

We hold Mr. Faghih in the highest regard for his unwavering dedication to our organization's core values and his unwavering pursuit of excellence. His contributions played an instrumental role in optimizing our financial operations and ensuring the flawless execution of our payroll functions.

In conclusion, Mr. Faghih proved to be a dedicated, reliable, and highly skilled professional during his tenure with us. We extend our best wishes to him for all his future endeavors and wish him every success in the future.

ARTECHCO

Al-Sabah Rawan
HR Manager



Michael Miller
Business Development Manager

