

Muhammad Mostey

Software Engineer | Full Stack Developer

[LinkedIn/mostey](#) | [GitHub/muhammadmostey](#) | [Portfolio/muhammadmostey.com](#) | D.O.B: 1996 | Erbil, Iraq | **Mobile:** +9647513506096 | muhammadmostey@gmail.com

Experienced professional with 8+ years in Finance, Operations, Administration, Project Management, IT, and Software Engineering. Open to relocation.

Skills

- **Programming Languages:** JavaScript, Python, Java, PHP, C, C++, SQL.
- **Frameworks & Technologies:** Next.js, React, Node.js, Express.js, HTML, CSS, Tailwind CSS, Bootstrap, WordPress.
- **Database:** MySQL, Firebase.
- **Tools:** Git, GitHub, Linux.
- **Data Analytics & Business:** Excel, Power BI, MS Dynamics 365, Microsoft Office, SharePoint, Teams.
- **Design:** Adobe Photoshop, Adobe Premiere, Figma.
- **Languages:** English (C2, fluent), German (A2), Arabic (native), Kurdish (native), Turkish (A2).
- **Professional Skills:** Financial Management, Operations Management, Accounting, Project Management, Administration, Budgeting, Cost Control, Logistics, Procurement, Compliance, Data Analytics, IT, Software Engineering, Agile, Problem-solving, Customer Service.

Education

Bachelor of Computer Science | University of the People | United States, Remote Apr 2025

Java and Python Programming, Software Engineering, Data Structures and Algorithms, Full Stack Web Development, Mobile App Development, Databases, Networking, Operating Systems, Artificial Intelligence, and Machine Learning.

Associate Degree in Computer Science | University of the People | United States, Remote Oct 2024

Experience

Country Administrator | CESVI | Iraq, Erbil Sep 2024 – Present

- Managed financial monitoring, ensuring monthly Budget Forecast Update (BFU) submissions to HQ.
- Handling operation manager's tasks in addition to my tasks since Nov, (Procurement, HR, Logistics, IT, and fleet).
- Supervised local admin staff, overseeing petty cash, cash book, and bank reconciliation processes.
- Directly supervised one accountant and one cleaner, providing guidance and performance evaluations.
- Prepared interim and final financial reports for donors, ensuring timely audits and expenditure verification.
- Assisted in procurement procedures and prepared cash flow requests in collaboration with Project Managers.
- Supported HR by reviewing payroll, ensuring legal compliance, and contributing to recruitment.

Software Engineer Fellow | Headstarter AI | United States, Remote July 2024 – Sep 2024

- Built and deployed full-stack applications using various technologies such as React, Next.js, Node.js, and Firebase.
- Implemented responsive and mobile-friendly UI components using Tailwind CSS and Material UI.
- Implemented AI solutions using OpenAI and llama models for various projects, including customer support systems, flashcard applications, and professor rating systems.

Country Finance Officer | Danish Refugee Council | Iraq, Erbil Sep 2019 – Oct 2023

Supported finance functions for \$40M annual budget programs by managing payments, cash distributions, accounts payable, prepayments, bookkeeping, loss ledger, and preparing budgets, reports, and year-end closing.

- Reconciled cash, bank accounts, and ledgers, saving thousands in potential losses.
- Facilitated 60+ external audits for an overall budget of \$80M projects funded by US, UN, and EU donors.
- Mentored and managed 2 interns, enabling them to perform daily tasks effectively by their second month.
- Provided technical support on using ERP solutions, improving colleagues' efficiency, and saving 400+ hours annually.
- Built Excel templates automating month-end closure and budgeting, saving 500+ hours annually with formulas.
- Created and implemented an archiving system for finance documents, reducing audit preparation time by 200 hours.
- Processed monthly payroll for over 200 employees using Microsoft Dynamics ERP.

Country Finance Officer | Bahar Organization NGO | Iraq, Erbil July 2019 – Sep 2019

- Led accounts reconciliation at month-end closure by settling accounts.
- Assisted in preparing financial reports for the GIZ project by reviewing and adjusting transactions.
- Processed monthly payroll for 20 employees by calculating timesheets and managing salary payments.
- Managed cash and bank, reviewing, verifying, processing, and bookkeeping an average of 70 payments monthly.
- Conducted an internal audit of 2018 records, identified tracing weaknesses, and implemented better controls.
- Supported procurement by gathering quotations, procuring supplies, and preparing delivery notes.

Project Management Administrator | Top Mountain Ltd. | Iraq, Erbil Feb 2019 – Apr 2019

- Trained 20+ individuals on employment skills in CV writing, networking, LinkedIn, job search, and interviewing skills.
- Coordinated seven vocational training in business management, marketing, design, and event planning.
- Planned and Coordinated the 2019 Business Canvas event in Erbil, connecting beneficiaries with business owners.

Accounting Consultant | Sidar Holding | Iraq, Erbil Aug 2018 – Sep 2018

- Designed & Built a chart of accounts and a bookkeeping template using Excel.
- Prepared trial balance after completing bookkeeping tasks.

WordPress Web Developer | Self-Employed | Iraq, Erbil

Dec 2017 – Aug 2018

- Successfully designed and launched custom WordPress websites, meeting specific client requirements and deadlines.
- Developed and integrated custom plugins for client websites, increasing functionality and user engagement.
- Managed all aspects of the project lifecycle, from initial consultation and planning to deployment and post-launch support, ensuring successful project completion and client satisfaction.
- Created and managed successful Facebook and Instagram campaigns, resulting in a +20% in client conversions.

Country Finance Officer | Women and Health Alliance International NGO | Iraq, Erbil

Sep 2016 – Sep 2017

- Reconciled accounting ledgers and supported the preparation of financial reports for 5 projects, reporting to HQ.
- Led internal audits for financial documents from 2016 to 2017 and facilitated external audits conducted by donors.
- Managed the preparation and processing of payroll for approximately 500 employees monthly.
- Managed cash and bank, including the preparation, processing, and bookkeeping of 100 payments per month.
- Monitored the budget by preparing monthly forecasts and analyzing budget follow-up reports for financial accuracy.

Receptionist and Management | Blue Mercury Hotel | Iraq, Erbil

Nov 2015 – Aug 2016

- Supervised a team of 6, including bellmen, housekeepers, and technicians, ensuring high-quality service delivery.
- Trained 4 new receptionists on the Omega Hotel Management System, hospitality practices, and cash management.
- Managed 14 room bookings daily using Omega, ensuring efficient reservation processes and guest satisfaction.
- Oversaw cash handling, budgeting, and bookkeeping for daily booking income and expenses.

IT Officer | ASUS Co Branch | Iraq, Erbil

Feb 2015 – Oct 2015

- Set up and configured 4 customer laptops daily, including installation of operating systems, applications, and drivers.
- Delivered technical support and sales assistance to customers, enhancing their overall experience with the company.
- Performed repairs and upgrades on an average of 2 laptops and 1 smartphone daily, including troubleshooting, maintenance, and hardware improvements.

IT Technician Officer | Akgül Bilgisayar | Turkey, Dargeçit

Aug 2014 – Jan 2015

- Led a small technical team, ensuring efficient workflow and timely completion of tasks.
- Provided technical support to an average of 10 clients daily, resolving issues and ensuring client satisfaction.
- Installed and configured security systems and network equipment, including routers & switches, for institutions.
- Repaired and formatted laptops, and flashed smartphone firmware using tools such as Z3x and Octopus boxes.

IT Technician Officer | Azdar Tel for Mobile and Communications | Syria, Qamishli

Aug 2013 – July 2014

- Conducted technical maintenance, including laptop repairs and phone flashing with Z3x and Octopus boxes.
- Managed store operations and delivered exceptional customer support, ensuring high satisfaction & efficient service.

Personal Projects

Portfolio Website | Live: muhammadmostey.com | [Code](#) | Completed

Technologies: HTML, CSS, JavaScript, Astro.js, Tailwind, Swup, Markdown, Netlify.

- Developed a portfolio website showcasing my projects with built-in blogs for my professional profile using Javascript, Astro, and Tailwind CSS.
- Designed and developed components and features such as Project cards, blog cards, skills cards, blog, responsive design, and dark and light modes.
- Hosted and implemented the project online using Netlify and GitHub.

Courses and Certifications

- **Introduction to Web Development with HTML, CSS, JavaScript** | IBM, Apr 2024
- **HTML and CSS in depth** | Meta, Mar 2024
- **Introduction to Front-End Development** | Meta, Sep 2023
- **Programming for Everybody** | University of Michigan, May 2023
- **Introduction to Finance and Routine Posting Practices - Dynamics** | Danish Refugee Council, Apr 2022
- **Finance Ledger and Transaction Maintenance - MS Dynamics 365** | Danish Refugee Council, Sep 2021
- **Performance & Development Review** | Danish Refugee Council, June 2021
- **Java Programming Language** | LinkedIn, May 2021
- **Programming Fundamentals** | LinkedIn, Mar 2021
- **Financial Accounting** | Smithsonian Institute, July 2020
- **Full Stack Web Development** | Udacity, July 2020
- **Web Design & Online Marketing** | Top Mountain, vocational training, Apr 2019
- **ISO 22000 Food Safety Management System** | Smart Web, Mar 2018