**ZAHID.**

**Zahid.142461@2freemail.com**

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**OBJECTIVE:**

A highly motivated and result oriented finance, audit and accounts experienced person who has over 9 years invaluable experience including 5 years in leading and developing Finance/audit teams. Skilled in numerous financial and accounting fields, including: preparing budgets, monitoring key account and credit control and internal audit. Having the ability to handle complex assignments effectively and possessing the confidence to work as part of the team and independently. I am looking for suitable opportunity with forward thinking company where I can excel and achieve my potential.

**POSITIONS WORKED:**

**CURRENT POSITIONS – Dubai, U.A.E (March 14, 2011 - Current)**

Currently I am working as **Manager Finance** / **audit senior** with Public company **DFK International**.

**POSITIONS – GULF**

I worked as audit Senior in Deloitte & Touche a world’s largest audit, tax and consultancy firm.

**POSITIONS - PAKISTAN**

* Worked as Manager Accounts and Finance with Nestle Pakistan’s Subsidiary Company Pak National Distributors. A world’s one of the leading food, beverages and health products manufacturing, Trading and distribution Company. (June 2010 – February 2011)
* Worked as Supervisor Audit & ERS (Enterprise Risk Services) with Deloitte & Touche, Chartered Accountants (2004 – 2010).

**KEY SKILLS:**

* High level of self-motivation, determination and confidence.
* Ability to juggle multiple tasks.
* Excellent problem-solving skills and clear logical thinking.
* A keen interest in the financial system combined with excellent commercial awareness.
* Ability to work to deadlines, under pressure, and the willingness to put in the extra hours when needed.
* Financial reporting, auditing, budgeting, Financial risk assessment and internal controls designing and implementation skills.
* Strong IT skills.
* Excellent interpersonal and communication skills, including good presentation and report writing skills.

**WORK EXPERIENCE:**

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**DFK INTERNATIONL, Dubai. U.A.E**

**(MANAGER FINANCE / SENIOR AUDITOR) (March 2011 – Current)**

 I am working as Manager Finance / audit senior in DFK international. My some major responsibilities are as follows:

**AS FINANCE MANAGER**

* Maintain a documented system of accounting policies and [procedures](http://www.accountingtools.com/procedures/)
* Forecast [cash flow](http://www.accountingtools.com/cash-flow-definition) positions, related borrowing needs, and available funds for investment
* Ensure that sufficient funds are available to meet ongoing operational and capital investment requirements
* Maintaining banking relationships
* Assist in determining the company's proper capital structure
* Arrange for [equity](http://www.accountingtools.com/definition-equity) and [debt](http://www.accountingtools.com/definition-debt) financing
* Manage the preparation of the company's [budget](http://www.accountingtools.com/dictionary-budget)
* Report to management on variances from the established budget, and the reasons for those variances
* Assist management in the formulation of its overall strategic direction
* Engage in ongoing cost reduction analyses in all areas of the company
* Review the performance of competitors and report on key issues to management
* Engage in benchmarking studies to establish areas of potential operational improvement
* Interpret the company's financial results to management and recommend improvement activities
* Compile key business metrics and report on them to management
* Manage the capital budgeting process, based on constraint analysis and discounted cash flow analysis

**AS SENIOR AUDITOR**

* Collating, checking and analysing spreadsheet data.
* Preparation of Financial statements (separate and consolidated) as per IFRS and GAAP.
* Examining company accounts and financial control systems.
* Gauging levels of financial risk within organisations.
* Checking that financial reports and records are accurate and reliable.
* Ensuring that assets are safeguarded.
* Identifying if and where processes are not working as they should, and advising on changes to be made.
* Preparing reports, commentaries and financial statements.
* Liaising with managerial staff and presenting findings and recommendations.
* Ensuring procedures, policies, legislation and regulations are correctly followed and complied with.
* Undertaking reviews of wages.

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**Nestle Pakistan (Multan)**

**(Manager Accounts and Finance) (June 2010 – February 2011)**

* My responsibilities as manager accounts and finance are to work and control complete accounting system, design, implement, maintain and control the internal control system of the company.
* Analyzing the new markets where the company can get competitive advantage.
* Preparing and giving the suggestions for effective cash management system
* Full involvement and giving suggestions for the future finance and operational decisions of the company.
* Preparation of Monthly, semiannually, quarterly and annually Accounts/Financial Statements as per International Financial Reporting Standards (IFRSs) and preparing the financial statements analysis for discussing the impacts on the financial health of the company.
* Preparation of the budget and future cash flow forecasts of the company and analyzing the same with actual, identify the reasons for the deviation and prepare the relevant controls to remove such deviation, if having negative impact on the company.
* Preparation of Monthly, weekly and daily reports as required by the Directors of the Company.
* To control the whole work group working in the Company in Accounts and finance department.
* Making and analyzing financial decisions of the Company.
* Preparation of weekly, Monthly and annually Sales tax returns and the data required to prepare the sales tax returns.
* Coordinating with auditors, banks, insurance companies and other statutory organizations
* Preparation and maintaining all accounting and financial records of the company.
* Resolve the day-to-day issues relevant to accounts and Finance.

 **(January 2004 – May 2010)**

**ASSURANCE AND BUSINESS ADISORY GROUP**

Worked as Audit Supervisor in “Assurance and Business Advisory” group of the firm directly reporting to the Senior Managers and Partners Responsible for:

* Preparations of overall audit plan, audit strategy and allocation of teams for audit.
* Provision of technical support to audit teams during the performance of audit. On Job review of audit working performed by audit teams on different audits. Review of financial statements, EQAR docket, Audit file and critical areas as per requirements of Financial Reporting Standards. Review of ML points and final discussion with management.
* Review of detailed time budgets and coordinating with the staff to meet the reporting deadlines.
* Manage resources and execute day-to-day activities of audit engagements / audit process ensuring adherence to IFRS, IAS and local laws along with maintenance of audit related database.
* Key role in scheduling, conducting and organizing audits of full complexity for conformity with policies and procedures of company
* Understand complete accounting and internal control systems implemented at various organizations and validate the same
* Identify and communicate accounting and audit matters along with recommending performance improvement opportunities with top management
* Co-ordinate with various personnel related to legal, actuarial and it for proper decision-making and resolution of critical reportable matters
* Produce audit work papers and documentation for checking and approval by superiors along with reviewing complex financial data ensuring its integrity stands up to scrutiny
* Perform external audits on financial statements of companies and investigate all material issues raised by inquiries from professional or regulatory authorities

**TAXATION AND LEGAL ADVISORY GROUP**

Worked as a Supervising Senior in the Taxation and Legal Advisory group of the firm, reportable to the Senior Manager and Partner, managed the taxation matters of Coca Cola Beverages Pakistan (Pvt) limited. The nature of my work and responsibilities include:

* Filing the annual income tax and monthly sales tax returns.
* Correspondences with Taxation officer , Commissioner of Income Tax / Sales Tax and other relevant authorities;
* Advising the client on various taxation issues and analyzing the decisions made by higher tax authorities
* Advising client for further action to be undertaken by analyzing the probability of favorable outcome.

**EDUCATION / QUALIFICATION:**

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| * **CPA** (Certified Public Accountant)
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| * **CA** (Part qualified) from Institute of Chartered Accountants of Pakistan (ICAP).
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| * **B.Sc.** (Mathematics & Statistics) degree from the Bahuuddin Zakaria University (BZU) Multan.
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**INDUSTRY IN WHICH EXPERIENCE GAINED:**

Following are some of major Industries in which I gained experience during my professional career:

* LPG & NGL Industry
* Transportation
* Oil and Gas.
* The Coca cola Export Corporation of Pakistan.
* FMCG Food and Beverage.
* Banking Sector (National Bank of Pakistan, State Bank of Pakistan etc.).
* Peroxide and Chemical Manufacturing Industries.
* IT and Telecommunication
* Advertising.
* Real Estate developers and construction.
* Leasing.
* Marine
* Advertisement
* Ship gear box manufacturers
* Azerbaijan’s Oil industry
* Tax handling (VAT, WITHHOLDING TAX, INCOME TAX, SALES TAX)