****Khalid

Khalid**.228338@2freemail.com**

**Performance-Driven Finance & Accounts Manager**

*Cross-functional competencies in all phases of accounting, costing, auditing and financial analysis functions. Solid interpersonal skills with the ability to contribute as a team player and interface with professionals on all levels*

Location Preference: UAE

**PROFILE SUMMARY**

* A result-oriented professional with **17 years** of experience in the areas of **Finance & Accounts, Financial Reporting and Cash Flow Management**
* Currently working with **Ideal Enterprises LLC (Trading & Contracting) / Ideal Link Solutions (IT Software & Hardware), Dubai as Finance Manager**
* Experienced in managing entire **accounts & finance functions** including maintenance & finalization of accounts, working capital management, profit monitoring, building internal financial controls, etc.
* Excellent understanding of **formulating budgets**, **determining process & product costing**, **conducting ageing analysis**, **preparing key reports** to exercise financial control and enhancing overall efficiency of the organisation
* Possess strong people management, planning and problem solving skills

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**CORE COMPETENCIES**

* Determining financial objectives and implementing systems, policies & procedures to facilitate internal financial control in the areas of pricing, credit and collection
* Maintaining statutory books of accounts; carrying out reconciliation of financial statements in compliance with standards set by the organization
* Presenting a true and fair view of the financial position of the company by way of timely preparation of annual reports
* Maintaining MIS & reports entailing budgeting, cash flow & major variances; evaluating them for facilitating decision-making process
* Liaising & negotiating with banks for raising fund as well as non-fund based facilities for working capital requirements
* Administering treasury functions including optimum utilization of surplus funds; controlling management of funds & securities ensuring pay-in/ pay-out of funds in time without fail
* Conducting ageing analysis of the payables to understand the paying pattern and devise effective accounts payable policies
* Coordinating in complete planning & management activities for ensuring completion of internal & statutory audits within time

**ORGANISATIONAL EXPERIENCE**

**Since Jun’12: Ideal Enterprises LLC (Trading & Contracting) / Ideal Link Solutions (IT Software & Hardware), FPC- French Perfume & Cosmetics as Finance Manager (Dubai)**

**Significant Accomplishments:**

* Successfully managed following tasks:
* Finalisation of financial statements along with analysis for both companies
* Preparation of **project wise profitability** and analysis report
* Essayed a stellar role in **cash management functions**; maintained cash flow by interaction with vendors & customers
* Efficiently & effectively:
* Proposed budget for all divisions with thorough assumptions
* Carried out **project costing & analysis** for bidding and software deployment process
* Worked in close relation with banks for various facilities, bank guarantees and other matters
* Adroitly handled regular/Islamic financing, LCs, bank loans, etc.
* Actively involved in:
* Project & job order costing for construction companies
* Implementation process for financial and accounting consult to client
* Instrumental in **conducting stock analysis**; submitted reports for timely action

**Dec’03-Jun’12: EMPA Middle East FZZCO / Memory Technology Middle East FZCO, Jebel Ali, Dubai as Finance Manager (Dubai /KSA)**

**Significant Accomplishments:**

* Played a key role in overseeing wide gamut of tasks involved in financial management entailing:
* Monthly reporting of financial statements
* **Working capital** and ROI reports
* Brand wise profitability and analysis report
* Budgeting & costing for all divisions with complete analysis & assumptions (with graphical presentations)
* Payroll Process
* Holds the distinction of **conducting Islamic mode of financing** through Murabaha LC and normal LCs for import & export activities
* Partnered with internal & external auditors related to all financial and internal control matters
* Steered initiatives towards attaining **funded / non-funded** bank facilities viz. **LC, BG, SBLC & working capital finance**, etc.
* Supervised total strength of 11 members - Finance & Trade Department
* Significantly contributed towards implementing:
* Orion (Oracle) System Software in the organisation; *established various SOPs & policies*
* Internal Control System
* Quality Management System – ISO: 9001 2000 (audited & certified by TUV Management Service GmbH Auditors)
* Dexterously **implemented ERP - Oracle Software** in **2011**

**Sep’98-Nov’03: Mohamed Ismail Mohamad Aslam Ltd. (MIMA), Large Leather & Leather Products Manufacturing Karachi, Pakistan as Asst. Finance & Cost Manager**

**Significant Accomplishments:**

* Led product & process costing functions i.e. from raw material till finished product
* Finalised various financial statements viz. balance sheet / profit & loss account as well as consolidated the same

**PREVIOUS EXPERIENCE**

**Aug’96-Sep’98: Ace Travels Pvt. Ltd., Karachi, Pakistan as Manager - Accounts**

Managed all financial matters with Banks, Airlines, Agents, IATA, DTS and Sub Agents; prepared Financials and conducted Audits for IATA.

**July’91-Jun’96 Deloitte Touche Tohmatsu, (M. Yousuf Adil & Co. – HLB), Karachi, Pakistan**

Performed independent audits of Textile, Banking, Trading, Manufacturing and Travel industries

Growth Path:

**Jul**’91-**Jun**’95 **CA – Article ship -Audit & Accounting**

**Jul**’95-**Jul** ’96 Internal Audit Manager

**PROFESSIONAL TRAININGS**

* Management Training on Leadership Skills in **2007**
* ERP Implantation in **2010-2011**
* ISO 9001 Training in **2005**

**IT SKILLS**

* Conversant with:
* Orion (Oracle), Microsoft Dynamics GP, Microsoft Dynamics AX, Edge Software (VB & Oracle Database), MS Office (Excel, Word & PowerPoint) and Internet Applications
* Karriage Software (Oracle) and Computerized Accounting System AS 400 (IBM)

**EDUCATION**

**MBA (Banking & Finance)** in 1998

Preston University (Affiliated with U.S.A.)

**CMA (Certified Management Accountant)**(In Progress) **Course** in 2008 Mind Merge Professional Institute, **KSA**

**CA (Articleship & Part Qualified)** in 1995

Institute of Chartered Accountants of Pakistan (ICAP)

**B.Com.** in 1991

National College, Karachi University

**PERSONAL DETAILS**

Date of Birth: 5th September, 1970

Nationality: **Pakistani**

Marital Status: **Married**

No. of Dependants: **4**

VISA Status: Employment Visa

Driving License: UAE Valid Dubai Driving License

Languages Known: English, Hindi & Urdu, Arabic (Basic)