**ARSHAD**

[**ARSHAD.326578@2freemail.com**](mailto:ARSHAD.326578@2freemail.com) ***CBA (CASL), B.B.A (Special) UOC***

**CHIEF ACCOUNTANT | SENIOR ACCOUNTANT| FINANCE EXECUTIVE**

****Exposure in an assortment of listed and non-listed entities such as Banking & Finance, Hotel & Tourism, Services, International Trading and Manufacturing under IFRS and other standards acquired during stint at KPMG Sri Lanka and Maldives; thorough knowledge in Industrial Gases Sector as Senior Accountant at Airtec Gulf (JV of Praxair US & ROC Kuwait) are the key indicators and strengths in a nutshell.

Flexible, Versatile, Motivated, & Self Driven being my personal traits, thriving in deadline driven environments whilst achieving organizational goals, providing strategic direction and team work are proven abilities.

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| * **Preparation & Presentation of Financial Statements** * **Financial Analysis and Forecasting** * **Inventory Management** * **Product Costing** * **Variance Analysis & Trend Analysis** * **Profitability Analysis** | * **Budgeting and Planning** * **Project Management** * **Strategic Planning** * **Accounts Receivable and Payable** * **ERP Systems** * **Vendor Relation & Customer Service** |

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| CAREER SNAPSHOT | | |
| Senior Accountant | **AIRTEC Gulf, Doha, Qatar** | **Dec’ 14 – Nov’ 16** |
| Audit Supervisor | **KPMG, Male’, Maldives** | **Nov’ 13 – Nov’ 14** |
| Audit Senior | **KPMG, Colombo, Sri Lanka** | **Feb’ 12 – Oct’ 13** |
| Audit Associate | **KPMG, Colombo, Sri Lanka** | **Aug’ 11 – Jan’ 12** |
| Assistant Accountant | **Wijitha Group, Sri Lanka** | **Oct’ 08 – Mar’ 10** |

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| CLIENT PORTFOLIO & INDUSTRY EXPOSURE | | |
| *Airtec Gulf* | *Oil and Gas & Welding Equipment* | *Senior Accountant* |
| *Hilton- Maldives* | *Hotel* | *Audit Supervisor* |
| *Cinnamon Lakeside Hotel* | *Hotel* | *Senior in charge* |
| *Dhivehi Raajjeyge Gulhun PLC- Dhiraagu* | *Telecommunication* | *Audit Supervisor* |
| *Deutsche Bank AG* | *Banking* | *Audit Associate* |
| *Citi Bank N.A. Colombo Branch* | *Banking* | *Audit Senior* |
| *Coca Cola Beverages* | *Manufacturing* | *Audit Supervisor* |
| *Star Garments Ltd* | *Manufacturing – Apparels* | *Senior in charge* |
| *Diesel and Motor Engineering Plc (Benz)* | *Trading (Motor & Motor spare parts)* | *Senior in charge* |
| *Commercial Bank of Ceylon Plc* | *Banking* | *Audit Supervisor* |
| *Maldives Provident Fund* | *Investment Management* | *Audit Supervisor* |

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| ACCOUNTABILITY AND RESPONSIBILITY IN THE WORKPLACE |



**Senior Accountant | AIRTEC Total Gas Solutions | Dec’ 14 – Nov’ 16**

* Responsible for the Preparation and Presentation of annual financial statements, Monthly financial reports, analysis of financial information, Management information and other supporting financials as per group requirements.
* Responsible for the preparation, reconciliation and maintenance of schedules and analyses supporting management.
* Provide information and assistance to facilitate the completion of annual financial statement audits.
* Preparation of accounts analyses and roll-forwards to help identify unusual results, trends, issues, necessary accruals, etc. Work with appropriate responsible parties (i.e., actuaries, segment finance, department managers, etc.) to resolve.
* Responsible for various elements of the Company's monthly financial close process, including: reconciliation of financial systems, analysis of outcomes versus expectations and investigation of variances, communication of status to management, etc.
* Provide support to aid in the implementation of company initiatives, including: improved management information requirement, financial information systems, financial planning and analysis tools, new products and services and internal control enhancements.
* Participate in the design, operation, enhancement and monitoring of the Company's internal control structure, including: reconciliation controls (bank accounts, g/l accounts and financial reporting systems), adherence to accounting policies and procedures.
* Reviewing, interpreting, and analyzing financial data from internal and external sources which impact the financial statements.
* Reviewing of all the expenses and accounts related vouchers of the company including GRN’s, import export related documents which helps to reduce the operational expenses.
* Interacting with top management within and outside the Accounting department to obtain necessary information for special projects and month-end/year-end close.
* Summarizes receivables by maintaining invoice accounts, customer follow on credit collection & coordinating monthly transfer of accounts receivables; preparing reports on Accounts Receivables.
* *Processing supplier payments and ensuring all the dues are settled on a timely manner and n*egotiations with the Suppliers for the best Credit terms to improve cash flow.
* Supporting the HR on Recruitment, processing & maintaining staff records including personal as well as bank records, facilitate and Management of WPS records.
* Preparation of Annual detailed Financials including cash flow statement and Capex report for the Praxair US annual Balance Sheet Review.
* Preparation of the annual budgets & forecasts and monitoring the approved budget.

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**Audit Supervisor | KPMG SRI LANKA AND MALDIVES | Aug’ 11 – Nov’ 14**

* Developed audit strategies - Planned activities in audit engagements such as identifying significant risks, significant classes of transactions, determining planning materiality & audit procedure.
* Performed the role of lead auditor managing a team of staff members.
* Liaised with key management personnel in order to gain understanding of the business and to identify significant risk points of the entity being audited.
* Analyzed company’s external and internal environments and identification of potential strategic business risks and financial statement implications together with partner and manager.
* Reviewed the work performed by the audit team and deciding on the extent of substantive analytical procedures and test of details to be performed.
* Drafted audit and other reports in accordance with statutory rules, auditing standards and firm policy.
* Prepared financial statements including consolidations as part of the audit in prescribed formats.
* Advised clients on their regulatory obligations.
* Reviewed and analyzed internal control weaknesses and communicated to the management.
* Planned, conducted and finalized audits of financial statements.
* Analyzed and obtained an understanding of the clients business.
* Provided guidance to members of the audit team on performance of their duties & reviewed their work.

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| **PROFFESIONAL & ACADEMIC QUALIFICATIONS** | |
| **MBA (Reading) at University of Bedfordshire** | **June’ 2016 - Present** |
| **CBA – Chartered Accountants of Sri Lanka (CA Finalist)** | **June’ 2016** |
| **B.B.A Accountancy (Special) – University of Colombo** | **Jan’ 2014** |
| **Strategic Level I Examination – CA Sri Lanka** | **Dec’ 2013** |
| **GCE Advanced Level Examination** | **Aug’ 2008** |

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| MANAGEMENT SKILLS AND ABILITIES |

**Computerized Accounts** : Finapps, Tally, QB, Business Objects, Focus RT, SAP, Epicor ERP9 & E10.

**Software Implementation** : Finapps Oracle V2 implementation, eAudit 13 and 14.

**Expertise Areas** : ERP, Microsoft Office Packages, Google Apps for Business.

**Information Technology** : Fair Knowledge in Computer Hardware, Computer/Mobile OS’s, Web Apps.

**Management Skills** : Effective Communication, Interpersonal and Leadership, Time Management.

I hereby certify that the particulars given above are true and accurate to the best of my knowledge.