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| **SYED MUHAMMAD MOHAIB – CV No 2009952**To interview this candidate, please send your company name, vacancy, and salary offered details along with this or other CV Reference Numbers that you may have short listed from <http://www.gulfjobseeker.com/employer/cvdatabasepaid.php> addressing to HR Consultant on email: cvcontacts@gulfjobseekers.comWe will contact the candidate first to ensure their availability for your job and send you the quotation for our HR Consulting Fees.  |

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|  | **SYED MUHAMMAD MOHAIB****ACCOUNTS & AUDIT PROFESSIONAL** |
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|   | **PERSONAL PROFILE** |  |  | **PROFESSIONAL CERTIFICATIONS** |
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| *I am self-disciplined and ambitious individual, passionate about developing my career in the field of Accounts and Audit. Possessing* ***more than******Five******years*** *of* ***experience*** *of working with multiple companies of different industries.* *I have the ability to develop an efficient approach to any task that I undertake with an aim to maximize organization profitability.* |

 | * **ACCA**

 ACCA UK (Final paper result awaiting)* **Advance Excel & Financial Modeling**

 Abeel’s School Of Accountancy (2014)* **Advance Diploma in Accounting & Business**

 ACCA Glasgow UK (2013) |     |
|  | **FINANCIAL SKILLS** |  |  | **ACADEMIC QUALIFICATION** |
| - Financial Statements |  | * **Master in Economic**

 University of Karachi(Qualified in 2016)* **Bachelor in Commerce**

University of Karachi (Qualified in 2009) | E:\cv\ku logo.pngE:\cv\ku logo.png |
| - Financial Modeling |  |
| - Financial Analysis |  |
| - Forecast & Budgeting |  |
| - MIS Reporting Skills |  |
| - Assets Management |  |  | **PROFESSIONAL EXPERIENCE** |
| - Payroll Management |  |
| - Payables Management |  | * **MANAGER ACCOUNTS**

 Feb 2014 – Dec 2016 (3 Years Approx.)* Prepare monthly & annually financial statements.
* Prepare various financial analyses and give report on financial performance & findings to management.
* Correspondence with bank on LC opening/retirement.
* Supervise monthly closing of books of accounts.
* **SENIOR AUDITOR**

*S.M. SUHAIL & CO. (CHARTERED ACCOUNTANTS)*Jul 2012 – Jan 2014 (1.5 Years)* Perform financial audits as per ISA.
* Prepare audit plan in collaboration with audit team.
* Perform and supervise other assignments.
* Prepare statutory financial accounts as per IFRS.
* C:\Users\Mohib Kazmi\Desktop\YC 5.jpg**ACCOUNTS EXECUTIVE**

 *Y.C TRAVELS* Jan 2011 – Jun 2012 (1.5 Years)* Maintain accounts payables.
* Maintain accounts receivables.
* Book keeping of daily transactions.
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| - Receivables Management |  |
| - Bank Reconciliation |  |
| - Merger Accounting |  |
|  | **IT SKILLS** |
| - Microsoft Office |  |
| - Quick Books, Tally ERP |  |
| - SAP & Oracle - ERP |  |
|  | **PERSONAL SKILLS** |
| - Communication |  |
| - Tackle Time Pressure |  |
| - Multi Task Handling |  |
| - Leading Team |  |
|  | **PERSONAL INFORMATION** |
| - Nationality | Pakistani |
| - Religion | Islam |
| - Father’s Name | Syed Abdul Kaleem |
| - Date of Birth | 16th June 1988 |
| - Martial Status | Single |

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