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**AMIR**

[**AMIR.**336123@2freemail.com](mailto:AMIR.336123@2freemail.com)

**Visa Status: Visit visa valid till 02-04-2017**

### Career Objective:

* Willing to work as a key player in challenging and creative environment and to become a successful professional to work in an innovative and competitive world.

**Educational Qualification:**

* CMA (ICWA) qualified in 2015.
* B.COM qualified from Faizabad University in 2014.

**Work Experience:**

**Worked as Cost Analyst from July 2016 to December 2016.**

**Responsibilities:-**

* Analyze actual labor, material and overhead cost against standard. Research and explain variances.
* Work with the finance department to implement and apply cost accounting policies and procedures as they are derives.
* Support Controller’s efforts for implementing and maintaining internal controls for operations.
* Development of new labor and overhead rates, budget and forecasts.
* Looking after accounts receivable & payable.
* Costing of meat products, comparing it with standard costing, to find out the cause of variance & to advise management accordingly.
* Preparation of MIS reports and reconciliation as well as undertaking analysis to key indicators to assist top management accordingly.
* Analyze exports sale & local sale on monthly basis.
* Valuation of inventory on monthly basis.

**Worked as Audit Assistant with Pukhraj S. Vaishnaw, a chartered accountant firm from August 2015 to January 2016.**

**Responsibilities:-**

* Preparation of audit program and audit plan and audit report.
* Preparation of financial statements as per accounting standards and finalization of the same.
* Identifying significant audit risks defining audit response.
* Review of projected balance sheet.
* Ensure the timely reporting of all monthly financial information.

**Worked as Account Executive with Trinity Projects Ltd from July 2014 to May 2015.**

**Responsibilities:-**

* Handling bank related matters and preparation of bank reconciliation statement.
* Preparation of daily fund position.
* Maintenance of accounts of various parties & vendor payment.
* General ledger accounting.
* Handling fixed assets register.
* Handling accounts payable & accounts receivable.
* Preparation of income statement & financial statement.

**Worked as Cost Trainee with Ajayahuja&associates, a costing firm from September 2013 to June 2014.**

**Responsibilities:-**

* Preparation of fixed assets report.
* Preparation of finance master.
* Preparation of sales report.
* Inventory valuation.
* Preparation of CAS-4 certificate.
* Excise verification.
* Cost Audit.

### IT Skills:

* SAP, Business Intelligence, Advanced Excel, MS word and Tally 9.

### Other Accolades:

* Best student of the year award in 2010.

### Personal Portfolio:

**Date of Birth**: 07 July 1993

**Linguistic Abilities:** English, Hindi and Urdu.

**Expected Salary:** AED 6000 p.m. (negotiable).