**Language:**

English, Hindi, Urdu,

Punjabi

# Capture.jpg Usman

# [Usman.338095@2freemail.com](mailto:Usman.338095@2freemail.com)

#### PERSONAL PROFILE

I want to perform exceptionally in this field with hard work, perseverance and dedication. I want to apply my current skills and talent and also want to gain some new skills.

### OBJECTIVE:

Working in a competitive environment, using my skill set and analytical approach, to the best of my ability, to help you to achieve solutions and meet targets gracefully, maximize my potential, able to multi-task, handle pressure, work as part of a team, helping the organization grow and in the process enhance my overall development as an individual.

### SKILLS

Exposure to the practical use of the financial ratios and balance sheet

Peach tree

Proficient in identifying the new resources of funds and also invest them for getting good revenue

Tally

MS Office

Quick book

### EMPLOYMENT HISTORY ( 3+years)

**Faisal Hussain & co**  (Auditor & Accountant)  **July 2014 \_ Jan 2017**

(**responsibilities:** accounts, audit, tax, bookkeeping, financial services)

**Beeston Onestop MOT Center-UK** (Finance Officer) **Apr 2012 \_ Jun 2013**

(**responsibilities:** account payables, account receivables, bank reconciliation, book keeping, salaries)

### EDUCATION

**ACCA**- Part Qualified SKANS- Islamabad

**Diploma in Management and Leadership** University Of Derby- UK

**Diploma in Accounting and Business** SKANS- Islamabad

**Intermediate** (ICS) Punjab College- RWP

**SSC** ( Science ) Al-Huda School-RWP

### CERTIFICVATES

IELTS

English language course from National University Of Modern Language ( NUML)

### STATUS

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