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| **009.JPG** | **Curriculum Vitae*****Ali*** ***ALI.345193@2freemail.com*** ***(ACFA, MBA)***  |
| **Career Objective** | A senior level Accounting & finance professional, exceptional track record in all high-end aspects of financial control, management accounting and Taxation , seeking a strategic and managerial role in a dynamic organization to contribute accrued skills in fructifying tangible and strategic organizational objectives |
| **EXECUTIVE SUMMARY** |
| **Profile:****Nationality:****Current Location:****Current Position:****Current Company:****Total Experience:****Experience in UAE:****Qualification and Certification:****Expected Salary:** **Driving License:****Visa Status:****joining:** | Male, 27, MarriedPakistaniDubai, UAESenior Financial AccountantRDK Group (Real Estate Development & Commercial Investment), Dubai 8 year in Accounts, Finance and Taxation (Micro Credit, Banking)4 year in Accounts & Finance (Construction, Contracting and Real Estate Development) CFA (Certified Financial Analyst)PFA (Public Finance Accountant) Cont.MBA (Banking & Finance)NegotiableUAEEmployment Visa (Expiry 15/5/2017)Immediate  |
| **EXPERTIES**  |
|  | * Finalization of Financial Statements
* Knowledge of GAAP and IAS
* Financial Management
* Technical Competencies
* Working on computerized financial systems
* Excellent planning, organizational, and analytical skills
* Ability to prioritize workload whilst maintaining a high standard of work
* Communication, Analytical, Team Building & Leadership, Creative problem solving
* IT Skills, Accounting Software, MS Office
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| **PROFESSIONAL EXPERIENCE** |
| **Designation** | **Senior Financial Accountant** | **May , 2015** | **Present** |
| **Organization Name** | RDK Group (Real Estate Development and Commercial Investment), Dubai |
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| **W**o**rk Description** | Responsible for the following Job Description in the organization and report to Finance Manager * Finalization of financial statements and periodic management accounts
* Provides the financial information of the Management by searching and analyzing accounting data and preparing the reports
* Profitability analysis of Project/property and consolidate company performance
* Recommends financial actions by analyzing accounting options.
* Analysis of company working capital and breakeven point.
* Finalize company wise budget, costing and profitability.
* Maintains accounting controls by preparing and recommending policies and procedures
* Supervision of stock closing and allocation of inventory cost to the projects
* Coordinate and correspond with bank, financial institution regarding financial facilities ( project base and operational)
* Property wise Cash flow analysis and fund management
* Evaluate receivable ageing and follow-up current and bad receivables. Analysis of project wise work done and outstanding.
* Authorization of purchase order and supplier payments. Analysis project wise payments and cash flow
* Allocation of cost to under construction property and capitalization of properties.
* Calculation of deprecation on fixed assets and tracking.
* Online processing of salaries through WPS, verify leave settlement payment according Labour law.
* Ensure insurance coverage of Properties, vehicle, workers and staff medication.
* Coordinate with valuators for property valuation and external auditors for finalization of annual audit report.
* Coordinate with IT team regarding software updating and implementation of new technology.
* Maintains financial security by following internal controls
* Complies with federal, state and local financial legal requirements by studying existing and new legislation, enforcing adherence to requirements, and advising management on needed actions
* Contributes to team effort by accomplishing related results as needed.
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| **Designation** | **Senior Financial Accountant** | **April , 2013** | **April, 2015** |
| **Organization Name** | Al Falah Holding (Deco Wood Factory LLC & Al Falah Steel LLC), Abu Dhabi |
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| **W**o**rk Description** | Responsible for the following Job Description in the organization and report to Finance Manager * Finalization of Financial Statements/ Accounts (Monthly, Yearly)
* Project Financial Analysis & profitably analysis.
* Supervision of Daily accounting transaction and (Vouchers, Finalization of Trail Balance)
* Perpear proper documents for Bank facilities (project base, operational loan and CAPEX)
* Handling local and foreign letter of credit and coordinate with bank regarding discrepancies,
* Cash flow Management / Cash Management
* Project wise Cost Control and Budget Analysis
* Sales and Client Receivable Management & Follow-up
* Supervision of Purchases, Bank payments and Supplier Status
* Checking /Supervision of Payroll System, final settlement of employees and process WPS
* Inventory Control, stock taking by physical existence and Stock Closing Reports.
* Fixed Assets Management ( Proper recoding, Tracking and depreciation)
* Related Parties Transactions and reconciliations
* Coordination with external auditors (Collating and producing record to complete the audit)
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| **Designation** | **Assistant Manager(Accounts & Tax**)  | **March , 2011** | **March, 2013** |
| **Organization Name** | NRSP Microfinance Bank limited, Pakistan  |
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| **Work Description** | * Finalization of Accounts, Trail balance, daily financial transactions.
* Monthly & Yearly Tax reporting to Tax authorities and Sale tax Reports
* Supervision of Daily Tax Transactions at branch level
* Cash Flow and Treasury Management.
* Supervision of Inter Branch transaction and reconciliation
* Collation of Books of Accounts of the Branch offices consolidating such for executive management.
* Fixed Assets Management
* Management Reporting on Financial Matters
* Audit Management (Collating and producing all files, records and receipts as required by the auditors to complete the audit successfully).
* Supervision of day-to-day accounting of the company’s country Taxation management in respect to local taxation requirements and reports
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| **Designation** | **Accounts Officer**  | **April, 2008** | **February, 2011** |
| **Organization Name** | National Rural Support Programme (NRSP), Pakistan |
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| **Work Description** | * Finalization of accounts receivable and payable ledgers
* Inventory Control
* Reconciliation of Bank Accounts, Interest on deposit
* Monthly Management reporting ( Recovery, Bad debts and Loan Disbursement)
* Monthly Progress report of the area office.
* Maintain books of accounts, rectification of errors (Computerized books of accounts)
* Payment of Invoices and maintain petty cash register
* Analyzing Income and Expenses and reporting to Management
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| **EDUCATION / PROFESSIONAL CERTIFICATION** |
| **Professional Certificate** | **CFA (Certified Financial Analyst)**  October, 2014 |
| **Institute**  | Institute of Certified Financial Analysts, Pakistan |
| **Degree** | **MBA ( Banking & Finance)** 2010 |
| **Institution** | Allama Iqbal Open University , Islamabad Pakistan |
| **Degree** | **Bachelor of commerce (B.com)** 2005 |
| **Institution** | The Islamia University of Bahawalpur, Pakistan |
| **Trainings & Skills**  |
| **Computer Software** **Trainings:** | * Fast Accounting System
* Sidat Hyeder Financial ERP
* Felxcube (oracle)
* Syros Financial ERP
* Tally9
* Peach Tree
* Microsoft office

**Microsoft Excel** – Advance Level (New Horizon Technology) 4 Days**Advance Taxation** – (ACE Consultant and Trainings) 2 Days**Banking Operation & Internal Control** (NIBAF, State Bank of Pakistan) 6 Days **Risk Management & Internal Control** (Shore Bank International) 4 Days |
| **Languages**  |
|  | **English** : Fluent ( Read , Write and Speak) |
|  | **Urdu**  : Fluent ( Read, Write and Speak)  |
|  | **Arabic :** Medium  |