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| **Ahsan**  **E-MAIL:** [ahsan.381781@2freemail.com](mailto:ahsan.381781@2freemail.com)  **VISIT VISA** |  |

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| **Career**  **Objective** | Looking for Accounting or Finance job to revamp my career in a corporate setting which encourages learning and growth. The organization in which my long term career enhancement is possible and for which I can be a strategic fit in value creation process, is the ideal organizational setup I intend to work in. |
| **Job**  **Experience**  **Responsibilities**  **Job**  **Experience**  **Responsibilities**  **Job**  **Experience**  **Responsibilities**  **Job**  **Experience**  **Responsibilities**    **Professional**  **Qualification**  **Strengths and**  **Skills**  **IT Skills**  **Personal**  **Info**  **Languages**  **Reference** | **AL JAMAHEER AL ARABIAH KITCHEN (SHARJAH) UAE.**  **17 MAY ACTIVITY OF ACCOUNTANTS**  **•** Quotation prepare  **•** Prepare cheque for Payment   * Salary Sheet Prepare * Daily Attendance Sheet Maintain * Tax working preparation (VAT) * Prepare Income Statement / Cash flow statement   For report to higher Authority Management   * Inventory Control / Cash Handling     **ACCOUNTS OFFICER AT TOTAL TECHNOLOGIES (PVT) LTD.**  **(PAKISTAN) MAY 2017 to MARCH 2018**     * Travelling & Daily Allowance Branch Expenses prepare * Prepare & posting journal and cash payment voucher * Prepare & posting of Receipt and Bank payment voucher * Bank Guarantee & Advance Remittance * Salary Sheet Prepare and Enrollment of all Employee * Cash handling   **COMPUTER OPERATOR AT EASY TYPINNG & DOCUMENT CLEARING L.L.C (UAE)**  **JAN-,2017 To APRIL-2017**     * Quotation / Document prepare * Salary Sheet Prepare and transfer for company * Cash handling   **ASSISTANT ACCOUNTS OFFICER AT GENETICS PHARMAEUTICALS (PVT) LTD PAKISTAN**  **Aug-,2015 To Jan-2017**  **•** Prepare of Bank Reconciliation Statement at the end of Month.  **•** Prepare of vendor and customer Reconciliation Statement  **•** Invoice posting & Prepare expenses sheet according to  Accounting policy.  **•** Maintaining daily transaction   * **BACHELOR OF COMMERCE (2013)**   PUNJAB UNIVERSITY OF LAHORE   * Knowledge of supplies, equipment and services ordering and inventory control * Ability to reconcile stock counts to report data * Analyzing and Problem solving Ability * Strong work ethic and ability to interact well with the people at various level within the organization * Peachtree /MS Office /other Accounting software   Shorthand and good typing speed   * Email, Internet, & Web Browsing applications     **Nationality:** Pakistani  **Date Of Birth:** 12-01-1989  **Religion:** Islam  **Marital Status:** Single  English & Urdu.  Will be furnished on demand. |  |