**Mohammad.39167@2freemail.com** 

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| **Mohammad**  |
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| Profile:Finance Manager with demonstrated ability to lead cost reductions, financial reporting and management of group of companies. Over 10 year’s International experience working on various contracts with leading companies. Proven record of developing and implementing financial and operational controls that improve P&L scenario and competitively position firm.  |
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| **Core competencies:** |
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| Financial Reporting  | Profit & Loss management | A/R & A/P Analysis |
| Budget development | Cash flow Analysis | Multiple subsidiaries |
| Financial operations | Policy and Procedures | Project management |

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| Professional Work HistoryRainbow Group of Companies, U.A.E. Chemicals & materials Trading Jul 2011 to date Head of Finance, H.R. & Administration* Execution and implementation of operational systems & procedures;
* Financial operations, Risk management & Systems Review and Internal Control
* Financial Planning to the overall business objectives and goals.
* Develops and controls financial project management and handling projects analysis.
* Monthly financial statements, MIS and reporting as per accounting standards.
* Reviews and maintains all financial functions, including the forecasting and modelling, budgeting, managing cash-flow, monitoring and dealing with banks.
* Financial management systems including debtors, creditors, assets and bank facilities requirements.
* Shortening the closing cycle, improving cash flow, reducing variances against budget.
* Team building, Training & Human Capital Development;

**Achievements:*** Improved cash flow by consolidating credit-analysis function, reducing outstanding receivables from 60 to 38 days and minimizing risk from marginal customers.

AFGS Group, Dubai & AfghanistanLogistics, Contracting & Project management Apr. 2008 to Jun. 2011 Financial Controller Reporting to Managing Director * Financial Planning to the overall business objectives and goals;
* Financial project management and handling projects analysis;
* Directed and reconciled financial and accounting information and records to ensure the accuracy and completeness of financial operations of multiple subsidiaries;
* Developed and controlled financial policy, procedures and systems for internal control;
* Directed, developed and implemented adequate measures to improve the quality and efficiency of the project cost and expenses performance;
* Financial reporting, cash management, A/R & A/P, inventory control, accounts payable, cost accounting, budgeting, and financial planning and analysis. capital expenditures;
* Implemented ERP modules and work with ERP functional consultants;

**Achievements:**

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| * Successfully constituted location wise accounting offices and processing of information.
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| * Implemented financial reporting and analysis of each location to the Head office. Got promotion on excellent performance after 6 months.
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Moby Media Group, Dubai – Media, IT & Contracting Sep 2005 to Mar 2008 Finance Manager Reporting to Group Financial Controller Managed the Financial Administration of a multinational diversified Media group of companies including TV channels, FM Radio, Production House, IT and contracting;Financial statements, Consolidation, MIS and management reporting. Reviews and maintains all financial functions, including the forecasting and modelling, budgeting, managing cash-flow, monitoring and dealing with banks.* Contract management and reporting of multiple located subsidiaries.

Developed & implemented effective financial controls and work processes.* Team building, mentoring and personal development of staff.

**Achievements:** * Created transparency through monthly internal audit plans and budget review.
* Implemented Accounting policies, guidelines and procedures.

Franklin Covey Middle East, Dubai - Management consultancy Jul 2002 to Aug 2005 Finance Manager to Executive Vice President * Created variety of management reports which dramatically increased efficiency;
* Participated in management team building process to develop vision & mission statements;
* Implemented the financial reporting of fifteen locations and consolidation of financial data;
* Monthly closing & consolidated management reports to U.K. and U.S. office;
* Compiling MIS reports to ensure proper financial performance tracking;

 **Achievements:*** Cost control reduction by 5% in a yearly growth of 11%.
* Reduced the sales outstanding dues days from 67 Days to 49 Days.

 **AT & T Global Network International Inc. – International IT solutions** Oct. 2000 to Jun 2003**Financial Administrator Reporting to Country Manager** * Prepared monthly consolidated management reports to U.K. and U.S. office;
* Key member of the company management team and responsible for all financial activities;
* Monthly compilation of MIS reports to ensure proper financial performance;
* Implemented the accounting policies and procedures in compliance with the overall policies;
* Managing Trade Debtors accounts and Credit policies;
* Filing of tax returns and other government returns ;

 **Achievements:*** Streamlined monthly financial reporting to US and UK offices
* Implemented various tax calculations and filing tax returns.

Professional Qualification:CMA: Member of Institute of Management Accountants**MBA:**  **Major in Finance from PIM, Karachi. Bachelor of Commerce: from Karachi University.**[**Software Platform worked on**](http://mohammadsaeedshahani.blogspot.com/2007/06/computer-software-knowledge.html) **Cost point, Sage AccPac, Great Plains, Baan, ASWAQ, FoxPro, Quick Books, Focus******Other courses attended***** **8th Habit from Effectiveness to Greatness - Franklin Covey International in Cyprus.**
* **7 Habits of Highly Effective People for Managers. -Franklin Covey, Dubai**
* **4 Roles of Leadership, -Franklin Covey, Dubai**
* **Focus: Achieving Highest Priorities -Franklin Covey, Dubai**
* **Certified Practitioner course- NLP (Neuro Linguistic Programming)**

[**Personal Data**](http://mohammadsaeedshahani.blogspot.com/2007/06/personal-data.html)**Dubai Visa status: Employment****Nationality: Pakistani** **Marital Status: Married** **Driving License: Valid U.A.E. D/L** |