# SKMBT_C454e19071308390.jpgFAISAL

MBA (Financial Management)

E-mail: faisal-393054@2freemail.com

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| **Finance Accounts & Operations** |
| **Financial Planning I Budgeting I Accounts payable and Receivable I Taxation** |

A result oriented professional offering 9 + years of experience in Finance, Accounts and Operational at Various organizations

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| **Summary of Skills**  |

* Monitoring and Reporting Budget variances
* Preparation and submission of various reports to Sr. Management
* Expertise in Accounts Payable, Accounts Receivables, Fixed Asset and Pay Roll
* Experienced in Performing and Analyzing Financial data such as GFVS
* Preparation of AP, AR, Bank Transfer Transaction and Auto Debit Invoice Reports and matching with Bank Records
* Direct and Indirect Tax law in India

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| **Kannur, India. (May 2018 to June 2019)** |

**Sr. Accountant:**

* Accounts Payable, Accounts Receivable and Final Accounts
* Monitoring and correcting Sales Vouchers
* Inventory Monitoring and reporting to Management

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| **Jeddah, K.S.A. (January 2016 to January 2018)** |

**Accountant:**

* AP, AR, FA, Pay Roll
* Final Accounts
* Monitoring and correcting Sales Vouchers
* Providing Advisory on Managing cost
* Training for newly joined in Accounts and Sales Team

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| **Al-Khobar, K.S.A. (September 2012 to March 2015)** |

**GIS Planner :**

* Planning and Provide Optimized JPs for Sales Engineering Team
* Assign proper RTs for VSR
* Communicate with concerned department such as VMS and HHT team to ensure that JPs are updated

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| **Riyadh, K.S.A. (February 2009 to March 2012)** |

**Accountant :**

* Weekly **Financial Reports for Cash flows**
* AP, AR, CM, FA
* Model **Profitability Analysis**
* Participated Monthly closing to Prepare **Financial Statement**
* Global Financial Validation System
* MIS to Sr. Management
* FA- Monthly Reporting to Mgmt. such as addition and disposal of Fixed Asset
* Ensure numbers are tagged on all the Fixed Asset
* Conduct Physical Count of FA twice in a year
* AP- Payables and Payments, AP & AR Offset Entries and AP Balance Confirmation from Suppliers twice in a year
* Recording all Receipts and AR Balance Confirmation from Customers twice in a year
* CM-Recording Bank Transactions such as Fund Transfer, Receipts, Bank Charges and Interest
* General Finance & Accounts related works such as Invoices matching with Delivery Notes for internal control

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| **Bangalore (March 2007 – August 2008)** |

**Senior Process Associate:**

* Reconciliation
* Depository Verification
* Payroll (AP Garnishment)
* Invoices processing and Validation of Invoices

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| Academic Profile |

**MBA (**Financial Management) from Annamalai University

**B.Com** (Income Tax) from University of Calicut

**Computer Proficiency**

* GERP, ORACLE,MDMS,TALLY & MS OFFICE

L**anguages known**

* English, Hindi, Arabic, Kannada, Malayalam (Mother Tongue)

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| Personal Profile |

Date of Birth: 26th May 1981

Nationality: Indian

Religion: Islam

Gender: Male

Marital Status: Married