

 **Asim**

Curriculum Vitae

**ACCA, UAECA, CFA candidate**

**FINANCE & AUDIT MANAGEMENT**

**PROFESSIONAL**

**Asim, acca, UAECA**

**FINANCE & ACCOUNTS MANAGEMENT**

**Profile Synopsis**

* Certified Chartered Accountant(ACCA), UAECA offering a lucrative and well round experience of 7+ years in a wide spectrum of Accounts & Finance Management entailing, Financial Statement generation, receivables & payable management, book keeping, payroll accounting and other accounts and administrative functions.
* ACCA Member with varied financial work experience including External Audit, Internal Audit, Bookkeeping, Financial Analysis and Financial Advisory.
* Proven ability to improve operations, impact business growth, maximize profits & drive P & L accountability through achievements in finance management, cost reductions & productivity improvements. Adroit in preparing annual budgets, business plans and internal projection.
* An effective communicator with excellent relationship building & interpersonal skills coupled with strong analytical, problem solving & organizational abilities. Strong ability to influence thinking, forge strategic alliances and build consensus.

**Career Contour**

**EURO CAR PARTS UK**

**Accountant (January 2019 – February 2019)**

 **ELA CONTAINER MIDDLE EAST FZCO**

**Senior Accountant (July 2016 -August 2018)**

 **SS Lootah International, Dubai UAE**

**Financial Analyst, Reporting and analysis (July 2014– May 2016)**

 **Seasons Food (Pvt.) Ltd Lahore, Pakistan**

**Chief Accountant (December 2011 – March 2014)**

 **Avais Hyder Liaquat Nouman-Chartered Accountants, Pakistan**

 **Project Finance and Accounts Controller (October 2010 – November 2011)**

**Domain Skills**

* Managed the accounting operations including finalization of accounts and preparing reports ensuring accounting standards and up to date.
* Identifies financial status by comparing and analysing actual results with plans and forecasts.
* Improves financial status by analysing results; monitoring variances; identifying trends; recommending actions to management. Monthly prepare financial statements and analysis reports
* Involved in preparation & issuance of entire bank receipts while carrying out Cash Planning and Forecasts in timely manner.
* Prepare P & L Accounts, Balance Sheet, Trial Balance, General Ledger, MIS, Budgeting, VAT registration and Return and complete accounts functions. Ensure preparation and maintenance of appropriate records of Payables & Receivables.
* Ensured timely payments as per company’s policy and vendor credit period to all vendors by online and manual cheque payment.
* Analysed overdue payments accounts receivable balances, year on year variation to identify & build up in accounts receivable balances and consequent risk of bad debts.
* Prepared & maintained statutory books of accounts and reconciliation of accounts statements in compliance with the norms as well as ensuring smooth operations of banking process.
* Formulating budgets and conducting variance analysis to determine difference between projected & actual results and implementing corrective actions.
* Presented a true and fair view of the financial position of the company by way of timely preparation of annual reports ensuring analysing the expenditure on a monthly basis to control expenses.
* Documented all accounting processes and procedures ensuring compliance with company guidelines; monitor and review all documents related to budgets, revenues, expenses, invoices, accounting etc.
* Monitored and ensuring preparation of Bank Reconciliation Statements for reconciling Cash & Bank balances involving active coordination with bank authorities.
* Performed general accounting functions, including operation of the general ledger system, journal entries, invoices and classified transactions.
* Liaison with External Auditors, Government Authorities, Company Consultants
* Supervision of accounting staff, ensuring the need to training, motivation and resources provided to them

**Achievements**

* Developed & maintained a monthly Segment Reporting system for the Facility Management Income & Expenditure which aided the Director of Asset Management & CEO to take informed decisions regarding budgeting, tariff increase etc.
* Played a stellar role in designing and implementing controls that enables efficient use of financial resources and improves the company current and quick ratio.
* Developed a basic Structure in Accounts receivable, Accounts payable, invoicing, Inventory management, Internal Controls, Cash handling, Internal Audit etc
* Handled multiple responsibilities such as Auditors, Accountant, Bookkeeper, financial analyst, Teacher etc

**Academic Credentials**

* **Chartered Financial Analyst (CFA)** Level 2 Candidate.
* **Association of Certified Chartered ACCOUNTANT (ACCA)** from the Association of chartered certified Accountants (ACCA), United Kingdom.
* **UAECA,** Accountant and Auditor Association **(AAA)** UAE Chartered Accountant
* **MASTER IN Commerce (M. Com)**; HEC equivalence for ACCA member. **BACHELOR'S of Economics** from University of Sargodha, Pakistan.

**Professional Skills**

* Excellent knowledge of IFRS/IAS and VAT
* Excellent Knowledge of ERP
* Proficient in the use of QuickBooks, Tally, Peachtree, Microsoft Dynamics etc
* Proficient in Microsoft Excel, Microsoft Word and Microsoft PowerPoint

**Personal Dossier**

* **Languages Known**: English, Urdu, Punjabi (Reading & Writing)
* **Driving License**  **:** Yes