**YASIR**

Email: yasir.374042@2freemail.com

*Seeking career enriching assignment in the field of Finance, Accounts, Business Analysis, Strategy Analysis*

**Core Competencies:** Accounting, Cash Flow Statement, Financial Statements Preparation, Account Reconciliations,General Ledger, Financial Audit Report, Accounting Controls. Business and System Analysis

**SUMMARY OF PROFILE**

* Highly accomplished professional with successful track record in managing overall accounting operations including preparation and finalization of various accounts, analysing existing systems and procedures and preparing reports.
* Experience in identifying and evaluating inefficiencies and recommending optimal business practices, and system functionality and behaviour.
* Demonstrated proficiencies in engaging and coordinating Business Analysis sessions for analysing information system needs, evaluating end-user requirements, troubleshooting for complex information systems management and rendering support.
* Effective leader with superior decision-making and problem-solving techniques. Skilled at preparing and negotiating the annual operating plan and submitting monthly forecasts.
* Self-starter, ability to manage competing priorities in a complex environment. Adept at creating efficiencies for existing or unexpected situations.

**Work Experience**

**Senior Accountant | Since Dec 2015**

**Oxygen Medical Equipment & Medicine Store (UAE)**

**Significant Highlights:**

* Handled most complex activities associated with general ledger, financial reports, and budget. Extended support in compiling, consolidating and conducting analysis of accounting and financial information.
* Researched and verified complex issues and provided strategic recommendations to management based on analysis. Implemented accounting practices and procedures.

**Key Responsibilities:**

* Participating in multifaceted duties related to the preparation and analysis of financial information to record transactions, preparing financial reports and verifying accuracy.
* Preparing and submitting balance sheet and profit and loss statement, amalgamating financial statements, and other accounting schedules and reports.
* Shouldering accountability to summarize current financial status by collecting information, preparing balance sheet, profit and loss statement, and other reports.
* Handling substantiates financial transactions by auditing documents. Maintaining accounting controls by preparing and recommending policies and procedures.
* Involving in answering accounting procedure questions by researching and interpreting accounting policy and regulations.
* Creating a dynamic work culture and contributing to team effort by accomplishing related results as needed.

**Junior Accountant | Jul 2014 to Dec 2015**

**Al Karmal Cars Services (UAE)**

**Significant Highlights:**

* Maintained accounting controls by preparing and recommending policies and procedures. Reconciled financial discrepancies by collecting and analysing account information.
* Evaluated a variety of financial statements and transactions for completeness, internal accuracy and conformance with accounting standards.
* Displayed excellence in providing financial status information by preparing special reports.

**Key Responsibilities:**

* Documented financial transactions by entering account information. Recommended financial actions by analysing accounting options.
* Summarized current financial status by collecting information, preparing balance sheet, profit and loss statement, and other reports.
* Engaged in adjusting entries for amortizations prepaid, analysing and reconciling retainage and accounts payable ledgers, preparing fixed asset depreciation and accruals.
* Prepared and submitted monthly and annual financial statements and reports. Provided assistance to monthly and annual account reconciliations and close activities.
* Reconciled and attuned various general ledger accounts and compiled, consolidated and prepared financial reports and statements.

**Lecturer | Nov 2011 to Jun 2014**

**Preston University, (Pakistan)**

**Significant Highlights:**

* Monitored undergraduate and taught at undergraduate and graduate level in areas allocated by the Head of Department.
* Displayed excellence in developing, planning and implementing a high quality curriculum.

**Key Responsibilities:**

* Created innovative lesson plans, prepared and delivered lectures, evaluated student performance, maintained classroom records.
* Provided assistance to HOD in the development of learning materials, preparing schemes of work and maintaining records to monitor student progress, achievement and attendance.
* Managed activities such as plan, evaluate, course content, and course materials and methods of instruction.
* Oversaw the development and implementation of objectives and long-range plans for curriculum and instructional evaluation and improvement.
* Interacted and collaborated with students, parents and the community to build an environment that maximizes student learning, academic performance, and social growth.

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| **Education** |  |
| 2009 | MBA (Finance), International Islamic University, Islamabad, Pakistan |
| 2007 | BBA (Information Technology), Kohat University of Science & Tech, Kohat, Pakistan |
| 2002 | Higher Secondary School Certificate, Govt: Post Graduate College, Kohat, Pakistan |
| **Professional Certification:** |
| 2013 | Certified Dubai Gold and Commodities Exchange Professional (UAE) |

**Technical Skills & Trainings:**

* Java Programming language using Netbeans
* HTML / JavaScript
* Data Base Design & Programming, MySQl with Java in Neatbeans

**Seminars/Training Attended:**

* Microsoft Office, Network Computers, Islamabad, 2009

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| **Personal Details** |  |
| **Date of Birth:** | 1st September 1983 |
| **Nationality:** | Pakistani |
| **Civil Status:** | Married |
| **Driving License** | UAE, Abu Dhabi (Available) |