

**Arshad (ACA)**

Email: arshad-393467@2freemail.com UAE

**Objective:**

To have challenging carrier an organization that enhances learning, exposure to new ideas and concept which stimulate personal and professional growth. To be able to work in an organization where I can apply my knowledge and skills and utilize my potential towards better output that would beneficial to the organization and me.

**Academic Qualification:**

* **Associate Chartered Accountant ( ACA)**
	1. The Institute of Chartered Accountants of Pakistan.
* **Fellow Member ( FPFA)**
	1. Pakistan Institute of Public Finance Accountants
* **Master In Business Administration ( Finance)**
* **Affiliate Member** (Institute of Internal Auditors of Pakistan
* **Article Ship**
	1. Sher Muhammad Khan & Co Chartered Accountant Lahore.
* **Certificate (IFRS) (International Financial Reporting Standards.**



**Professional Experience**

Leading Group in Textile Industries of Pakistan.

Engaged In Manufacturing and Selling Of Woven Fabrics & Yarn

**Currently looking the following Business Sapphire Group**

* Diamond Fabrics Ltd (Weaving unit)
* Diamond Fabrics Ltd (Denim unit)
* Diamond Fabrics Ltd (Garment unit)
* Diamond Fabrics Ltd (Spinning Unit)

**MAJOR RESPONSIBILITIES:**

* Maintaining books of accounts on SAP B-1 (online real time updating of all records at ERP solution.)
* Monitoring and reporting of Actual Costs & Variance Analysis against budgets. Management on monthly, quarterly and annual basis along with a comprehensive narrative analysis explaining numeric variances.
* Reporting of periodic Profit & Loss, Balance Sheet & Cash Flows based on IFRS.
* Preparation of cash flow forecast to assist in cash flow management and in projecting the future financial needs for conducting operations.
* Carrying out Impairment tests, Investment appraisals, Break even analysis, Fixed and Variable Cost analysis, Ratio analysis, Contribution Margins and Overhead analysis.
* Preparation and submission of daily and weekly KPIs report to the management.
* Any other Adhoc reporting as required by management
* Frequent interaction with management reporting team for timely and quality reporting.
* Automate and simplify processes to improve accurate and timely monthly reporting.

**KEY ACHIEVEMENTS:**

* Developed SOP’s for the preparation and updating of reporting process, identifying and eliminating many areas creating process inefficiencies.
* Developed departmental DFD’s Internal and control flows as a group control requirement.
* Developed Weaving Tracking report.



MANAGER INTERNAL AUDIT

INTERNAL AUDIT & RISK ADVISORY

FROM 1995 TO 2005

**Major Responsibilities**

* To manage the Internal Audit Department of the Group, efficiently and effectively.
* To provide an independent and objective assurance to the Board of Directors on the efficacy and observance of internal control systems.
* To assist in development and implementation of risk management systems, promotion of ethical conduct and policies in the Group.
* To assist all departmental managers of the Group in issues relating to internal control, internal audit, compliance with all relevant regulatory requirements and accounting

standards and observance of good corporate governance practices.

**KEY ACHIEVEMENTS**

**INTERNAL AUDIT & RISK ADVISORY**

* Preparation of Internal Audit Charter.
* Preparation of formalized Audit Plan and supporting Audit procedures..
* Restructured and expanded the Internal Audit department to include functions of Budgeting and Planning.
* Prepared, deployed and trained users on various Supply Chain related procedures.
* Initiated the Pre-Audit mechanism to strengthen internal controls.

**BUDGETING & STRATEGIC PLANNING**

* Trained management and users on the concepts and usage of Budgets.
* Trained relevant budget users on MS-Excel.
* Created a formal Budgeting reporting structure within the organization.
* Developed and deployed comprehensive financial models to assist departments in cost tracking. These include a Weaving Tracking reports, departmental process wise input output and wastage of production.
* Created various supporting analysis to assist management in strategic and operational decision-making.

**Sher Muhammad Khan & CO, Chartered Accountants**

Senior Auditor - Audit and Assurance Services

My audit experience enabled me to understand accounting processes & practices across diverse industries and organizations relating to cash & treasury management, Invoicing and Revenue Assurance, Account Receivable &Payable functions, contract managements, Taxation, Financial Reporting and industry specific Accounting.

**Major Responsibilities**

* Managing, planning and review of financial statements audits.
* Review of compliance with International Financial Reporting Standards (IFRSs) and statutory
* Requirements, by the companies under audit.
* Assessing compliance with regulations and controls by executing audit program.
* Analyzing records, reports, operating practices, and documentation.
* Assessing risks and internal controls by identifying areas of non-compliance; identifying process
* Weakness and inefficiencies.
* Communicating audit progress and findings by providing information and status in meetings.
* Unresolved issues; reviewing working papers; preparing final audit reports.

**MAJOR EXPERTIES**

* **Accounting/Finance**

Fully conversant with the practical applications of Internationals Financial Reporting Standards (IFRSs) and other statutory requirements of financial institutions.

* **Taxation**

Fully conversant with the requirements of applicable taxation laws.

* **Internal Auditing**

Fully conversant with the International Standards on Auditing.

**ERP Project Implementation & IT Experience**

In **SAPPHIRE GROUP** got the experience as a Project manager for the implementation and configuration of **SAPB-1**, which is well-reputed **ERP solutions**. Have done following tasks relating to SAP implementation project,

* Analysis and finalization of As-Is Processes
* Scrutinize and finalization of To-Be Processes
* Scrutinize and finalization of design document
* Preparation of distribution rules and budget scenarios for SAP
* Checking the completeness and accuracy of configuration according to design document
* Complete system testing before go-live with test data
* Post implementation reviews.

**Usage of Modules:**

A/P, A/R, Inventory, Banking, Fixed Assets and Financials.

**I T ABILITIES AND ACHIEVEMENTS**

* Proficient in MS Office, with command over MS Word and MS Excel and power point.
* Diploma in Cambridge Computer Literacy awarded by (Informatics computer institute Pakistan).
* Presentation Skills Training Course from S.M Amin Memorial institute of Computer sciences.
* S B S (Sapphire Business Solution)
* WMS ( Weaving Management System)
* PEACHTREE

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| **Personal Details:** |  |  |
| Nationality | : | Pakistani |
| Date of Birth | : | 15th Sep 1963 |
| Visa status | : | Visit Visa (Expiry Date 15th Sep 2019) |
| Language known | : | English & Urdu |
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| **Declaration:** |  |  |
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I hereby declare that all the information given above are true and correct to the best of my knowledge.