**M. Hammad** (ACCA, BSc, M.Com)

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**Notice Period: Not Required**

**Visa Status: Visit Visa (Extended)**

**Profile:**

A qualified finance professional with more than 6+years of experience in Finance & Accounts, Business Analytics, Implementations of MIS & ERP, as well as in Internal auditing, having ACCA-UK Membership, a self-starter and capable of effectively functioning with minimum supervision. Known for taking initiative and skilled at meeting challenges and deadlines. A team player who is attentive to detail and produces quality results. Areas of expertise include, Month-End & Year-End accounting closing, general ledger analysis and month-end financial procedures and reporting, Receivables & Payables Management, Business Process Mapping, Executive Reporting, Bank and Balance Sheet Reconciliation and Companies taxation management.

**Professional Skillset:**

Successfully managed 40+ clients ranging from trading, manufacturing, construction and services industry by using, **QuickBooks, Peachtree**, **Tally ERP 9, Custom made ERP** applications as well as making Bookkeeping models in AdvanceExcel as per clients requirement. Some of the tasks written below:

*  Work with top Management of Client Side for the finalization of Accounts to present in the Board.
*  Lead the team of accounts department who act as offshore accountants for the different Clients.
	+ Conduct Special Ledger Investigations to detect any fraud conducted by Employees of the Client Side.
*  Providing the MIS Consultancy to different clients on Implementation of different ERP and ready to use Accounting
* Software’s.
*  Conduct Professional Trainings on IAS & IFRS to update all accounting staff on the Updating of New rules implemented.
	+ Providing the consultancy to Clients on SAP Business One, QuickBooks and Tally ERP.
	+ Conducting in-house and client side corporate trainings on Financial Modelling, Business Analytics, IAS & IFRS.
*  Reviewed Client’s financial statements in accordance with International Financial Reporting Standards (IFRS) & (IAS)
	+ Review accounting entries pertaining to (P&L) accounts by investigating movements in the balances to
* ensure quality/accuracy.
*  Working Capital Management including Accounts Receivables, Accounts Payables, Payroll and Cash & Bank.
	+ Managing Fixed Assets by incorporating timely depreciation / Impairment loss / revaluation
*  Preparation, Analysis and Review of Statutory Accounts & Management Reporting including profitability analysis.
* Business and Financial Analysis of company performance with prior results and competitors.
	+ Assisted and participated in Planning and Budget Control.
	+ Review reconciliations of all ledger accounts to ensure that they are up-to-date and accurate.
	+ Compiled standard operating procedures (SOP) and Performed gap analysis for business process reengineering.
*  Operated SAP Business One, QuickBooks, Peachtree, and Tally-ERP for verification of financial and non-financial records.
*  Examined the production cycle and verification of underlying records to ensure the management assertions.
	+ Performed stock reconciliation of raw material, work in process, and finish goods and investigate material discrepancies.
*  Follow-up within or outside the organization to resolve pending issues.
	+ Assist SO auditors for investigation of queries raised from clients financial systems to enable a thorough response to
* be provided.
*  Conduct user training based on SOP and user guide content to familiarize end user with newly developed systems.
	+ Ensure quality/accuracy of reporting and to ensure that year-end adjustments are kept to the minimum.

**Work Experience:**

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|  |  | **Financial Analyst** | **Aug 2017-Nov 2019** |
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|  | **KL Consultants** | **Senior Accountant** | **Sep 2015-June 2017** |
|  |  |  |  |
|  | **KBM TR** | **Accounts Executive** | **Dec 2013-July 2015** |
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**Education: (Academic & Professional):**

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| **2018** | **M.Com** | **HEC Pakistan** |
| **2017** | **ACCA – Member** | **ACCA UK** |
| **2016** | **BSc- Accounting and Finance** | **Oxford Brooks University UK** |
| **2013** | **Adv. Diploma in Accounting and Business** | **ACCA UK** |

**Communications & Interpersonal Skills:**

*  Outstanding command over verbal and non-verbal communicative & interpersonal skills.
	+ Strong organizational, managerial, problem solving and negotiation skills.
*  Confidently able to work independently or in a team to deal effectively with employees.
	+ Flair to organize & prioritize tasks to meet deadlines.
	+ Have a good level command over English and Urdu Languages.

**Skills:**

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SAP-ERP (Business One), Tableau, Power BI, IAS, IFRS, UAE-VAT.  QuickBooks, Peachtree, Sage-50, Tally ERP 9, XERO.

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Microsoft Advance Excel, Word, PowerPoint, Financial Modelling**.**