**RIYAZ**

[**RIYAZ.87493@2freemail.com**](mailto:RIYAZ.87493@2freemail.com)

**Profile Summary**

* A motivated and enthusiastic individual with 14 years of experience in handling and managing overall financial operative activities including preparation and finalization of Financial and Management Reporting (in accordance with the applicable IFRS & Local Laws and Regulations).
* Having experience in launching of TV channel and Initial set up of local finance team and provide adequate training on MS Dynamics AX & Air Time Software.

**Key Skills**

* Financial & Management Reporting
* IFRS & IAS compliant Accounting
* Budget and Cash Flow Management
* Financial Planning and Analysis
* Acquisition and Production Control
* Account Receivable & Payable Management

**IT Skills**

* ERP (MS Dynamics AX) Finance Functional
* Broadcast Management System (BMS/BTS/BV)
* Tally, Peachtree, Focus & QuickBooks
* Microsoft Excel, Word and Power Point

**Strength**

* Willingness to take an additional accountability
* Very adaptable, friendly & Excellent Communication Skills
* Possesses strong Management and Problem Solving Skills
* Capable of work in under pressure and multitask

**Accomplishment**

* In year of 2012, functioned as a core member to implement MS Dynamics AX across the Group`s companies. Gained knowledge on different modules like, Chart of Account, Profit Center & Cost Center, Dimension, General Ledger, Fixed Assets, Accounts Receivable & Payable, Stock and Warehouse, Procurement and sourcing and Human Resource, and system admin of Group Accounting and Airtime software, providing training to users.

**Employment History**

**May 2009 – Present Dubai, UAE**

**Senior Accountant, MOBY GROUP**

Moby Group (a 21st Century Fox Group Entity) is a rapidly expanding media conglomerate that owns & operates several satellite TV Channels, FM Radio Stations, Media Production, Media Buying Houses and an extensive Strategy & Communication division in MENA Region and emerging markets of South Asia.

* Managing Financial operative activities of 3 (three) TV channels of Group Company.
* Managing the local finance team in Ethiopia.
* Prepare & finalize monthly Management & Financial Reporting including PL, Balance Sheet & Cash Flow with various comparisons. Allocate Group Recharges to Inter-Companies.
* Preparation of standalone and consolidated financial statements (in accordance with the applicable IFRS & Local Laws and Regulations.
* Prepare monthly TV business costing and analysis reports like Program production and amortization, Programming Profit & Loss Statement along with airtime Inventory utilizations.
* Prepare and controlling the Cash Flow Requirements for business units.
* Managing Accounts Receivable / Payable and strictly follow Company’s guidelines.
* Responsible for annual audit, prepare audit requirements and liaised with auditors for smooth audit completion.

**Sep 2008 – May 2009 Dubai, UAE**

**Accountant, RSG Group**

RSG Group is Dubai based company which engaged in Real Estate & Development.

* Managed day to day finance and accounts operations and handled the full spectrum of financial and cost accounting functions such as AR, AP, GL, forecasting and budgeting.
* Handled the complete set of accounts and ensured timely closure. Tasked with performing project cost forecasts, cost tracking, monitoring and controls.

**Feb 2007 – Aug 2008 Dubai, UAE**

**Accountant, Kleindienst Group**

Kleindienst Group is Dubai based company which engaged in Real Estate & Development.

* Prepared and submitted balance sheet and profit and loss statement, merged financial statements, and other accounting schedules and reports.
* Researched and verified complex issues and provided strategic recommendations to management based on analysis. Implemented accounting practices and procedures.
* Participated in multifaceted duties related to the preparation and analysis of financial information to record transactions, prepare financial reports and review and verify accuracy.

**Sep 2005 – Feb 2007 Dubai, UAE**

**Accountant, National Desert Travels**

National Desert Travels Dubai based company which engaged in Travel & tourism.

* Displayed excellence in handling daily accounting transactions.
* Efficient in managing accounts up to finalization and prepare monthly profit & loss statement. Analyzed and prepared monthly report for various excursions along with the cost and profit margin.

**June 2003 – June 2005 Surat, India**

**Audit Assistance, Pramod & Associates Chartered Accountants**

Pramod & Associates is Surat (India) based CA firm which engaged in Internal & External Audits.

* Bank & Branch reconciliation, Checking Payment/Receipt/Invoices & Vouchers with supporting documents and Stock verification (Manually & MIS)
* Audit for Partnership firms, Trading Business & Private Companies.
* Monthly / annually closing of the books of accounts for entire group.
* Audit Report & Financial Statement such as Trading A/c, Profit & Loss A/c and Balance Sheet.
* Preparation and Presentation of Financial Statement for Management.
* Gained knowledge of Income Tax Proceedings.

**Education & Training**

**2012** – MS Dynamics AX 2012 (Finance Module) Corporate Training

**2004** – Diploma in MS Office

**2004** – Graduate Bachelor of Commerce (South Gujarat University, Surat, India)

**Personal Information**

PROFILE: Male, 35, Indian

Current Location: Dubai, UAE (Tecom Employment Visa)

Driving License: Valid UAE Driving License

Language: English, Hindi, Urdu & Gujarati