***Faisal***

|  |  |
| --- | --- |
|  **CMA QUALIFIED** (COST & MANAGEMENT ACCOUNTANTS OF PAKISTAN) **Senior Accountant** **12 Years of Experience****Valid UAE Driving Licence Holder** : faisal-88787@gulfjobseeker.com   | **faisal pic** |

# Introduction

*I’m an experienced financed guy with experience in different domains of accounting, finance and costing. Having worked with CFO’s and managers of two large yarn (textile) market leaders, I worked for over four years with a UAE based food packaging company as Assistant finance manager.*

# CAREER SUMMARY

|  |  |  |  |
| --- | --- | --- | --- |
|  | **Designation** | **Duration** |  |
| Falcon Pack Industries LLC | Senior Accountant | Jan-16 to Date | ( UAE ) |
| Falcon Pack Industries LLC | Cost Controller | Nov-12 to Dec-15 | (UAE) |
| Speed House Group | Senior Accountant | Mar-12 to Nov-12 | ( UAE ) |
| Sapphire Textiles Mills Ltd. | Financial Analyst | Oct -09 to Jan-11 | ( PAK ) |
| Umar Group of Companies | Accounts Payable Accountant | June-06 to Aug-09 | ( PAK ) |

**KEY SKILLS**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| *IFRS & IAS* |  | *Policies & procedures formulation* |  | *Accounts finalization* |  | *Consolidation* |
|  |  |  |  |  |  |  |
| *A/P, A/R, GL, PO,IC* |  | *Advance Excel, Word, P point* |  | *VAT Laws* |  | Financial Projections |
|  |  |  |  |  |  |  |
| Cash Flow Management |  | *Budgeting & Planning* |  | *Finance & Costing* |  | *Working Capital Management* |

**CAREER DETAILS**

Organization Type : Disposal Packaging products

**Position : Senior Accountant/Cost Controller**

Reporting to : Manager Finance

**Brief Job Description as Senior Accountant**

***(Jan 2015 to Date)***

* Develop and maintain financial accounting system for cash management, accounts payables, account receivables and inventory management.
* Prepare Balance sheet, P&L, cash flow and MIS reporting.
* Reconcile General and Subsidiary ledgers & supporting schedules.
* VAT handling, Filing returns, VAT payments & Refund claim.
* Coordinating with banks to keep track of fund utilisations TR, LG’s, LC, and fund flow review.
* Manage PDC, cash and cheque deposits and other utility bills.
* Payroll management –staff and workers salary through WPS & OT.
* Maintain fixed asset register and proper tagging of all assets.
* Preparation of and continuous improvement in policies, procedures and internal controls.
* Analysis of Sales, Margin, OPEX and Cash flows.
* Review and analysis of key financial performance ratios and efficient working capital management.
* Follow up on all capital expenditures to ensure compliance with original justification and approval.
* Preparation of quarterly and annual departmental budgets and business plans
* Provide assistance to auditors with respect to annual audit.

**Brief Job Description as Cost Controller**

***(Nov 2012 to Dec 2015)***

* Costing of Bills of Materials to ascertain product cost.
* Prepare reports related to idle capacity variance, yield variances and to identify inefficiencies and recommendations thereof:
* Deploying costing analysis techniques, ABC, standard costing and absorption costing
* Evaluating different investment opportunities using NPV, IRR & payback period (CAPEX).
* Performing revenue/expense review, budgeting labour, material costs, overheads & determining inter-company transfer prices.
* Review KPI’s for each department, based on sales wise, customer wise, product line wise and region wise analysis to identify the inefficiency and taking corrective measures to reduce cost
* Prepare the annual budgets and forecast based upon the historical data, projected sales, demand and averages
* Ensuring alignment of costing systems and reporting with business needs, goals and objectives

#

Organization Type : Construction

**Position : Senior Accountant**

Reporting to : FM

**Brief Job Description**

* Perform full set of accounts P&L & B/S and ensure timely closing of accounts.
* Maintain accuracy of GL, revenue & expenditure ledgers & subsidiary financial system.
* Review & audit all accounts payable, purchase orders, cash receipts, business licenses payroll, utility billing and other accounting records and transactions.
* Accounts payable & accounts receivable management.
* Inventory Management warehouse management policies and procedures.
* Customer aging analysis & ensure credit terms are being followed including payment follow up.
* Supplier aging analysis and process payments with in time frame.
* Bank reconciliation and cash flow projections.
* Responsible for day to day finance and accounts operations.
* Manage PDC, cash & cheque deposits and other utility bills.

Area(s) of Experience : **Cost Controlling**

**Position : Financial Analyst.**

Reporting to : GM Operations

**Brief Job Description as Financial Analyst**

* Prepare the annual budgets and forecast based upon the historical data, projected sales, demand and averages.
* Perform Budget & forecast analysis for departmental P&L’s, identify and explain key issues to the business in the forecast and provide relevant information to all stakeholders with relevant accurate submissions to Corporate Finance.
* Analyse and interpret financial data/performance to help identify ways to increase effectiveness, find expense savings, and improve asset utilization.
* Flash reports to the management on the monthly profits achieved as against the budgets with high level comments on variances.
* Evaluating different investment opportunities using NPV, IRR & payback period (CAPEX).
* Review KPI’s for each department, based on sales wise, customer wise, product line wise and region wise analysis to identify the inefficiency and taking corrective measures to reduce cost
* Break even analysis on different sales mix & assessing the performance of each profit centre
* Review of month end close for operating results of the businesses, through EBITDA and ratio analysis for analysing results to current estimate, budget/forecast, and historical results.
* Provide relevant documentation of variances through monthly business review process.
* Ensure continuous improvement in the business processes.

Area(s) of Experience : Accounts Payables

**Position : Accountant – Accounts Payable**

**Brief Job Description as Accounts Payable**

* Reviewed vendor invoices as well as check requests: sort, organized and match bills and check demands.
* Reconcile supplier statements on a monthly basis
* Ensured timely payments of vendor invoices and expense vouchers
* Set Invoices for payment procedure. Put together and accounts payable checks, wire exchanges.
* Negotiated payments terms with vendors/suppliers which extended due dates and avoided finance charges.
* Negotiated payment and discounts terms with vendors/suppliers which improved company's profits
* Monitored accounts with 100+ vendors. Maintain vendor relations and respond to all inquiries in an accurate and timely manner.
Regularly reviewed and reconciled Accounts Payable aging and outstanding checks.
* Provided accruals and proposed journal entries for month end reporting.
Worked directly with senior management and auditors.
* Provided audit support specific to accounts payable.
* Reorganized filing system and improved efficiency by at least 30%.
* Developed, implemented and manage accounts payable systems, procedures and policies to ensure adherence to company guidelines.

# COMPUTER SKILLS & OTHER ABILITIES

|  |  |  |  |
| --- | --- | --- | --- |
| * SAGE ACCPAC
* Oracle Financial
* TALLY
 |  |  |  |

# PROFESSIONAL & ACADEMIC QUALIFICATION

* CMA-Qualified Institute Of Cost And Management Accountants Of Pakistan, Lahore
* B.COM Punjab College of Commerce, Lahore.

**PERSONAL DATA**

* Date of Birth : July 19, 1978
* Marital status : Married
* Nationality : Pakistani Citizen

# REFERENCE

* Will be furnished on demand.