

# MUHAMMAD IHTISHAM MUMTAZ – ACCA, ICAEW (FIN)

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Abu-Dhabi, United Arab Emirates  
Nationality: Pakistani  
D.O.B: April 19,1994  
Visit Visa Status: expire May 8, 2022



Accomplished and results-driven professional with 5 years of experience in areas of Internal Audits, Control Implementations, ERP implementation, system re-engineering, Feasibility studies, Bookkeeping, Variance analysis, Financial and management reporting, Business valuation, investment appraisal, audit and Taxation.

## KEY ACHIEVEMENTS:

- Setting up of MIS and Corporate reporting systems & Control processes of a restaurant.
- Successfully saved food cost by 6% through Control purchases and negotiations with vendors.
- Implemented an ERP system at pharmaceutical client and Provided End users training.
- Detect and collect adequate & sufficient evidences of fraudulent transactions.
- Lead a team to prepare detail feasibility study and investment appraisal for hospital investment.
- Carried out business valuation and Due diligence of a software house.

## SKILLS

- Budgeting & forecasting
- Management reporting
- Financial accounting and Reporting (IFRS)
- Internal Auditing
- SOP's Development
- Fraud detection and prevention
- Taxation - VAT
- ERP implementation
- MS office (Excel, Word, PowerPoint, Visio)
- Market Research Techniques
- Feasibility study & Investment Appraisal
- Costing and Integration planning
- Financial modeling

## WORK EXPERIENCE

**Senior Associate**, 09/2020 to 12/2021

**M. Asif Jamil & Co. Chartered Accountants** - Lahore, Pakistan

Responsibilities Perform at Clients:

- Preparation of monthly accounts, balance sheet, income statement & cash flow statement under International Financial Reporting Standards (IFRS) and local GAAP, along with variance analysis & commentary.
- Completing monthly closure activities, maintenance of chart of accounts and managing all the accounting & bookkeeping aspects of assets, liabilities and capital accounts into ERP system including banks and intercompany reconciliations, proposing accruals, deferred revenue calculation, transfer pricing and shared cost expenses.
- Supervision of customers and creditors collection & payment process, regular review of customer/supplier accounts & aged analysis, ensuring timely booking, reconciliation, recovery and payment as per credit terms.

- Preparation of monthly MIS reports including revenue (cash sales & Credit Sales), Expenses, cost and balance sheet reconciliations.
- Monitor Working Capital Management & CAPEX preparation and allocation for the new facility.
- Coordination with internal & external audits to facilitate timely completion and providing information.
- Managing tax reporting in adherence to VAT regulation, filing VAT returns for Pakistan.
- Preparation & implementation of policies for effective internal controls on the key business processes focusing on improvements, ensuring compliance of company's policies and approval framework.

**Associate, 12/2016 to 09/2020**

**Tariq Abdul Ghani Maqbool & Co Chartered Accountants - Lahore, Pakistan**

TAGM (Chartered Accountants) a member firm of Geneva Group International GGI which provide services in the field of Accounts, Audit, feasibility studies and investment appraisal, due diligences, I.T Solutions and assignments with limited scope reviews.

- Implement Betech ERP server-based system on Pharmaceuticals and Provide end user training.
- Design and conduct stock take and report Variance analysis in respect to Consumption reports and Bill of Quantities.
- Develop a complete activity-based costing (ABC) Model for a service provider client.
- Conducted Internal audit of a School to ensure its Fee management, payroll, admin expenses are Errorfree and according to school Policies and accounting principles.
- Conducted field visits, designed & performed risk-based audit procedures including tests of details and substantive analytical review procedures on all the major elements of financial statements, documenting conclusions, rectification of misstatements and communicating findings;
- Preparation of feasibility study for a hospital, includes market surveys, Interviews of Doctors and Patients, competitor's analysis, need assessment (Patient type & flow), Quotations from suppliers, Construction estimates, Government and regulatory requirements, staff requirements, equipment requirement and cardiology services needed in the area.

Industry Exposure: Pharmaceuticals, Pharmacy, Real estate, Distribution, Hospital, School, saloon, Restaurant, Construction, Pharmacy, Gaming Software House

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**EDUCATION**

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**ACCA Member (M#2713535) – 2020**

The Association of Chartered Certified Accountants (ACCA, UK)

**Advanced diploma in accounting and Business – 2016**

The Association of Chartered Certified Accountants (ACCA, UK)

**ICAEW, (Student # 5568365) – Continue**

Institute of Chartered Accountants in England and Wales

