

Raja Murtaza Tariq

EXPERIENCE [9 Years]

November 19 – August 2021

Millor Private Ltd [European accountancy firm]

Senior Finance Manager

- Preparing financial statements and balance sheet of companies
- Preparing documentations for internal audit
- Performing corporation tax submission
- Dealing with sales invoices, income, receipts and payments

October 18 – September 19

Harmony Real Estate, Dubai

Accounts Manager

- Managing costs and reviewing budget
- Generating sales and lead financial capital for the company
- Coordinating activities of different departments such as pricing, production, marketing, accounts, finance and HR
- Supervising inventory facility layout, and even distributions of goods

August 14 – July 18

6th Sense Marketing Group

Finance Manager

- Tracks investment for cash flow and reserves
- Conducts analysis for financial market trends towards new investments
- Assists in budget preparation on annual, quarterly and monthly basis
- Conducts analysis for financial market trends towards new investments
- Performs monthly financial analysis to maintain financial standards set by the company, resolve issues and avoid gaps and services

April 12– July 14

Glactix

Accountant

- Preparation of Financial Statements (Monthly and Annually)
- Maintain daily accounts (Cash & Bank)
- Dealing with bank reconciliation
- Posting of accounting transaction in Accounting Software

EDUCATION

2013 - 2017

National collage of business administration & economic MSc (Accounting And Finance)

2011 - 2013

Punjab University Lahore Bacholer of Science In Commerce

2009 - 2011

Lahore Garison College Fsc - Pre Engineering

2007 - 2009

PAF School Matriculation

PROFESSIONAL SKILLS



HOBBIES AND INTERESTS



BOOKS



GOOD MUSIC



GAMES



TRAVELS

SR. Finance Manager

To make effective contribution towards the growth of a dynamic organization through value addition and result oriented performance utilizing the expertise & skills acquired in the process of development of my professional character

PROFILE

Name	Raja Murtaza Tariq
Date of Birth	29-Sep-1992
Relationship	Single
Nationality	Pakistani
Languages	English / Urdu

CONTACT

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