

FARHAN UR REHMAN KAYANI

MANAGEMENT ACCOUNTANT

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PROFILE

A qualified Management Accountant with experience in Financial & Management Accounting, Business Development, Internal auditing, reporting & analysis across several industries capable of developing a fully integrated accounting system of an organization for effective Reporting, Analysis & improved Business Processes.

CORE COMPETENCIES

Financial Reporting, Budget & Analysis Risk Management Internal Auditing, Staff Management, Report writing, Planning & Controlling, Problem-solving Inventory Management, Operations Management, Business Development.

PROFESSIONAL EXPERIENCE

July 2020-Present: ATAIEF GROUP as Senior Accountant & Operations Manager ALTAIEF Group is dealing in Automotive repair, Sale of Cars & Parts

Responsibilities:

- Complete Accounting system implementation and Maintenance, Financial Reporting, Budgeting & Forecasting
- Day to Day Bookkeeping, Daily Bank and Branch Reconciliation, Accounts Closing, VAT Calculation and submission, Payroll
- Inventory Management, Procurement, Stock Audit. Overall Operations Management of the workshops and Trading unit.

Key Achievements:

- Successful implementation of accounting system, Digital Documentation, Smooth workflow and Management of inventory.

Nov 19 June 20: SWOPHISTIC Software Solutions as Business Development Manager SWOPHISTIC is an ERP System Development Co.

Responsibilities:

- Promote Products and Services to current and prospective clients and negotiate recurring Contracts.
- Review of Pre & Post operational and management processes system controls effectiveness, efficiency and accounting System
- Evaluation, Implementation Configuration & Training of Accounting and Control system on Client Premises.

Key Achievements:

- Successful implementation of ERP system in small to midlevel companies and training

Jul 08 – Nov 19: ICC COLORS FZE as Finance & Admin Manager ICC COLORS is a Digital printing solutions Trading Company

Responsibilities:

- Effective Fund Management for prompt Payments. Review and approval of Invoices generated. & Credit policies.
- Coordinate with external auditors, bankers, regulatory authorities and legal advisors, as required.
- Prepare and finalize the annual financial statements and Budgets accurately and on a timely basis.
- Dealing with suppliers and negotiating pricing, Inventory management system with effective Reorder levels.

Key Achievements:

- Established the Inventory Management System by ordering effective inventory which resulted in cost savings.
- Developed a Fully Integrated Accounting System which resulted in better reporting, analysis and improved business processes.

Apr 07– May 08: MCB Bank Ltd as Internal Auditor MCB Bank, a Well-known Pakistani Commercial Bank with branches all over the world.

Responsibilities:

- Risk-based internal audit, identify control and process weaknesses to assure that operations & processes conform to Bank's policies & procedures.
- Conduct any reviews or tasks / Special assignments requested by the audit committee or GM Audit. KYC and AML etc.

Key Achievements:

- Reduced audit proforma report time before final submission and focused on major issues to be part of the final report.

PROFESSIONAL & ACADEMIC QUALIFICATION

Certified Information Systems Auditor	ISACA-US	(Qualified)	2008
ACMA (Management Accountant)	ICMAP	(Qualified / Member)	2003
FPA (Fellow Public Accountant)	PIPFA, Pakistan	(Member)	2001
B.Sc.	University of Punjab	(Completed)	1995

Certification & Short Courses

Certificate in Islamic Banking and Finance,	University of Karachi, Pakistan	2007
Basic Arabic Language course,	Allama Iqbal Open University	2006
Oracle Certified Professional (OCP) Course	ICMAP, Karachi, Pakistan	2000

PERSONAL

Nationality: Pakistani Languages: English, Urdu

Driving License: Yes,

Visa Status: Visit