



MOHAMMAD AFZAL

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CHIEF ACCOUNTANT

An accomplished Chief Accountant with 30 plus years of experience in financial management, accounting, and team management with a proven track record of driving efficiency and accuracy within financial operations, and has consistently delivered results through leadership, analytical prowess, and dedication to organizational goals.

AREAS OF PROFESSIONAL EXPERTISE

- Managed cash flow, optimized resource utilization, and implemented cost control strategies.
 - Supervised day-to-day accounting functions including accounts payable/receivable, general ledger, and payroll processing.
 - Ensured compliance with regulatory standards in accounting operations.
 - Prepared timely and accurate financial statements, management reports, and variance analyses.
 - Collaborated with executive management to provide insights into financial performance and support strategic decision-making.
 - Led and motivated finance teams to achieve high-performance standards.
 - Implemented and optimized financial systems to enhance efficiency and accuracy.
 - Coordinated and managed external audits, ensuring timely completion and compliance.
 - Contributed to the development and execution of financial strategies aligned with organizational goals.
 - Assessed financial risks and opportunities, providing recommendations for mitigating risks and maximizing returns.
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KEY COMPETENCIES

- Comprehensive Accounts Reporting, Analysis, Assurance and Compliance
 - Develop and Institute Financial Controls/Procedures to optimize efficiency.
 - Monthly Financial data and Statistics monitoring for compliance.
 - Design/ Review of 'Inventory Control System'
 - Critical Monitoring and utilization of 'Line of Credit'
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PROFESSIONAL SKILLS

- Oracle Application 10.7, E - Business Suite 11i & V12
 - Proficient in MS Office Suite
 - Familiarity with international standards, ISO 9001:2000 QMS
 - Good Analytical and Problem-Solving skills.
 - Team player, driven by professional and company goals.
 - Capable of working with all levels of professionals within a multi-cultural environment
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LANGUAGES

- English - full working proficiency, Arabic, Hindi/Urdu – native
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PROFESSIONAL EXPERIENCE

Chief Accountant

JULY 1995 - DECEMBER 2021

Bin Hafeez General Contracting Company LLC

An ISO 9001 certified group of companies specializing in road construction, Bridges, infrastructure, and sewerage water works.

Accomplishments

- Reduced discrepancies in financial records by conducting thorough audits and ensuring adherence to established protocols.
- Maintained accurate financial records by overseeing general ledger reconciliation efforts monthly.
- Completed year-end closing processes with controllers and external auditors.
- Reviewed documents and accounts for discrepancies and resolved variances.
- Diminished outstanding debts by analyzing accounts for issues.
- Used accounting software to issue tax returns and prepare consolidated reports.
- Assisted in upgrading and conversion of in-house financial systems.

Key Responsibilities:

- Was Instrumental in all aspects of Oracle Financials implementation, from requirement analysis to final commissioning of five Accounting Modules: Accounts Payable, Inventory, Receivables, Assets, and General ledger.
- Regularly performed accounting tasks within the Oracle System, including purchase order/store receipts/invoice verification, updating master data records, and coordinating backups with IT system coordinator.
- Was Responsible for maintaining hard copies of all necessary records and documents.
- Provided all data and records required for external auditing according to Auditors' requirements.
- Interacted and coordinated with Purchase, Store, and Asset Departments, as well as suppliers/Subcontractors, to resolve invoice queries, supplier discrepancies, and statement errors.
- Reported to the Finance Manager daily as required and provided monthly written reports including Oracle system generated reports and specific reports as needed.
- Performed periodical and end-of-year duties such as document archiving and disposal, internal and external audit preparation, settlement of employee leave dues and salary, and training of new employees including site cost accountants.
- Implemented Quality Policy and procedures.
- Reviewed system-generated reports for monthly VAT return filing.

EDUCATION

BOMBAY university, INDIA

- B. Com - Financial Accounting and Auditing

PERSONAL INFORMATION

- Date of Birth: 12 May 1967
 - Visa Status: Employment Visa
 - Nationality: Indian
 - UAE Driving Licensed
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