

ASAD ALI

SENIOR ACCOUNTANT/ACCOUNTING MANAGER

Visa Status : Visit visa (valid till Apr 13, 2022)
Mobile : +971543235099
Driving license : Sharjah, UAE (valid till 2027)
Email : asadpk2023@gmail.com
Address : Bur Dubai, Dubai, United Arab Emirates



PROFILE SUMMARY

I am a part qualified **Chartered Accountant (CA)** and **graduate in commerce (B.Com)** having a diversified work experience of **14 years** within the Accounts & Audit. I have worked as Senior Accountant / Accounting Manager and Senior Auditor throughout my career so far at renowned multinational organizations in **Pakistan & UAE**.

I have an excellent understanding of financial statements, financial operations, financial reporting & audit procedures. I am looking forward for the upcoming challenging career in prestigious organization where I can prove my ability to further enhance my skills and experience.

AREA OF EXPERTISES

- => **Financial Statements (Balance sheet, Profit & loss, Cash flow statement)**
- => **Posting of day to day transactions**
- => **Monthly closing of accounting books**
- => Financial Reporting
- => Budgeting & Forecasting, Projection of financials
- => Internal Audit
- => Enforcement of GAAP principles
- => Financial Analysis / Feasibility report
- => Preparation of various KPIs
- => Advance user of MS Office
- => **Account payable & receivables**
- => Internal control & Risk Assessment
- => Cash Flow Management
- => **Bank Reconciliation Statement**
- => **Filing VAT (UAE) & payment on FTA portal**
- => Fixed Assets Management
- => Inventory valuation / inventory management
- => Financial Planning & Financial operations
- => Proficient in SAP, Oracle, Tally ERP9, Quick books
- => Working of loans & markup calculations

EDUCATIONAL CREDENTIALS

Professional	Academic
<ul style="list-style-type: none">■ Chartered Accountant (CAF contd.) 2020 – present Institute of Chartered Accountants of Pakistan. Clifton Karachi, Pakistan.	<ul style="list-style-type: none">■ Bachelor of Commerce [Attested] 2005 – 2007 University of the Punjab. Lahore, Pakistan.



CAREER SNAPSHOT

Position	Organization	Tenure	Location
Assistant Accounting Manager	Sadaqat LTD www.sadaqatgaroup.net	Sep 2020 -- Dec 2021	Faisalabad – Pakistan
Senior Accountant	Al Bayraq Hardware Trading LLC www.albayraq-uae.com	Jun 2015 -- Feb 2020	Sharjah – UAE
Senior Accountant	Integrity Accounting Services www.iasaccounting.com	Dec 2013 -- May 2015	Dubai – UAE
Accounting Manager	Nafees poly pack (pvt) LTD www.nafeesplastic.com	Sep 2011 -- Nov 2013	Lahore – Pakistan
Senior Auditor	Zahid Jamil & Co. (Chartered Accountants) www.zahidjamilco.com	Sep 2007 – Sep 2011	Faisalabad - Pakistan

PROFESSIONAL EXPERIENCE

Assistant Accounting Manager

(Sep 2020 – December 2021)

Organization	SADAQAT LIMITED (Faisalabad, Pakistan).
Reporting	AGM Accounts.



Key Achievements / Responsibilities

- Feed the data into the Oracle based ERP system and extracted the required reports.
- Prepare monthly Account payables report and communicated with the vendor for any discrepancies at their end.
- Prepare monthly, quarterly and segment wise accounts, resolving discrepancies, collaborating across various Finance and non-Finance functions optimally.
- Prepare bank and customer/vendor reconciliation statements on monthly basis.
- Prepare and maintain input & output registers for GST / VAT in order to claim for refunds from govt.
- Monitor data entry of Payment, export sales, foreign remittance, and LC & finance charges as being into SAP.
- Managing a team of junior accountants to produce various result oriented tasks.
- Ensure timely bank repayments as per agreed schedule.
- Produce error-free accounting reports and present their results to the management.
- Reinforce financial data confidentially and conduct data base backups when necessary.
- Support in the internal/external audit inquiries and requirements to the concern persons.
- Horizontal and vertical analysis of local & export sales.

Senior Accountant

(May 2015 – Feb 2020)

Organization	AL BAYRAQ HARDWARE TRADING LLC (Sharjah - UAE)
Reporting	Managing Partner/CEO.



Key Achievements / Responsibilities

- Prepare ad-hoc reports for various business needs.
- Successfully installed & implemented Tally ERP9.
- Designed complete Chart of Account, user integration, formatting for invoice & other documents.
- Review all supporting documents relating to payments and performs payment procedures.
- Tax and Admin Responsibilities
 - Preparing working notes, e.g. calculation of claimable VAT and Payable VAT till submission.
 - Managing related record and online filing of VAT independently.
 - Handle delivery and transportation of goods being imported or exported.
- Accounting Responsibilities
 - Manage all day-to-day accounting transactions and record month end accruals & prepayments.
 - Verify, allocate, post and reconcile account payables and receivables.
 - Breakdown Imports and related Analysis report & processing salaries of staff on monthly basis via WPS.
 - Spot errors and suggest ways to improve efficiency & spending.
 - Prepare financial statements monthly & annual and produce budget
 - Ensure compliance of local laws under supervision of external auditors.
 - Develop and document business processes and accounting policies to maintain and strengthen internal controls. Preparing analyses of accounts and producing monthly reports.
 - Prepare Bank Reconciliation on monthly basis.

Senior Accountant

(Dec 2013 – May 2015)

Organization	INTEGRITY ACCOUNTING SERVICES (Dubai – UAE)
Reporting	General Manager



Responsibilities include

- Dealt up to 8 clients independently and successfully performed various tasks as per our scope.
- Planning & supervising diverse auditing assignments of various Companies and Firms.
- Conducting analytical review of financial statements, evaluating the financial documentation and summarizing the findings, suggesting solutions and recommendations in Audit report.
- Maintain day to day Financial Records by updating & recording each transaction along with source documents with proper classification as accounting record.
- Prepare Financial Reports for the true financial position & projected financial reports (Balance Sheet, Profit & Loss Account, Fixed Assets Schedule and Cash Flow) for Bank Loan.
- Update the reconciliation statements of banks & parties on monthly basis.
- Conducting Physical Stock Taking and preparing Stock analysis reports.

Accounting Manager

(Sep 2011 – Nov 2013)

Organization NAFEES POLY PACK (PVT) LTD (Lahore - Pakistan.)

Reporting Managing Partner

**Responsibilities include**

- Financial Accounting
 - Oversee the daily accounts and finance operations for the smooth conduct of business.
 - Prepare Annual Financial Reports for the true financial position & for Tax Department. Projected financial reports (Balance Sheet, Profit & Loss Account and Cash Flow) for Bank Loan.
 - Reconcile all the banks in order to get the correct position and liaising with bank for preparation of Pay Order, opening of Letter of credit & other finance facilities and related parties reconciliations.
 - Provide the ageing analysis in respect of creditors & debtors with Sales & Recovery efficiency reports.
- Inventory Management
 - Checking daily inventory documents Delivery Order, GRN, Purchase Return, Issue Report, Issue Return.
 - Valuation of inventory of Finish Goods, Work in Process and Raw Material Stores.
 - Prepare of the Pre-Production Cost Report of a Product by using Job order costing.
 - Maintain inventories of raw material and supplies in line with Production and Sale requirement.
- Making resource utilization plan to improve the efficiency of the Organization in use of materials, occurrence of labor and other manufacturing costs.

Senior Auditor

(Sep 2007 – Sep 2011)

Organization Zahid Jamil & Co. (Chartered Accountants) (Faisalabad – Pakistan)

Reporting Audit Manager / Partner

**PrimeGlobal**An Association of
Independent Accounting Firms**Scope of work**

- As a team leader of staff members and reporting directly to engagement partners provided me valuable experience and confidence of direct interactions on diverse assignments. I gained diversified exposure in multiple domains of business.
- Preparation of individual & consolidated (interim and annual) financial statements in compliance with applicable financial reporting framework (IFRS).
- Interpretations of financial results through computation and analysis of accounting ratios.
- Preparation of reports on financial results, operations & workflows and presentation of these reports to higher level management.
- Leading audit teams through planning, execution and completion stages of audit.
- Liaison with client's management and communication of relevant matters to persons at appropriate levels of responsibility.
- Observation & Supervision of interim & annual stock counts of various clients. Coordinated physical inventory counts and cycle counts. Investigated cycle counting variances and resolved issues. Valuation of stock counts using standard industry practices.

Software & Applications

- Oracle ERP
- SAP (FI)
- Tally ERP 9
- Quick books
- Advance user of Microsoft Word & Excel.

Other Skills

- Problem-solving mediation and negotiation skills
- Attention to detail
- Excellent communication skills (verbal & written).
- Languages
 - English
 - Urdu/Hindi
 - Punjabi
 - Arabic

Marital Status

Married

Nationality

Pakistan

NOTICE PERIOD

Immediately Available

DAY OF BIRTH

March 09, 1987

RELIGION

Islam