

# Faisal Shahzad

## Chief Accountant



Experience : **With 13-Years in Finance & Account (6-Years in UAE)**  
Education : **Master in Business Administration - Finance**  
Key Skills : **MIS, Budget & Forecasting, Accounts Finalizing, VAT Record & Filling, Cash Flow Management, Payables, Receivable, Book Keeping, Payroll Management**  
Mobile : +971 588 72 7747  
Location : Abu Dhabi, UAE  
Email : [fshahzad788@gmail.com](mailto:fshahzad788@gmail.com)  
Visa Status : Employment Visa  
Availability : Immediate

### Summary of Career

- Preparing financial reports, MIS, Budget, Cash Flow, Accounts Finalization, Statutory & Parent Reporting.
- Prepare regular financial reports as instructed by HOD/CEO.
- Performed final review and inspection of working paper files in compliance with the International Financial Reporting Standards (IFRS) and GAAP.
- Liaison with Banks and monitor Bank Transactions, LCs, Bank Reconciliation, Bills Discounting and Cheques Discounting as well as proposal credit facilities with banks and negotiate best price tenure and other terms.
- Monitoring and interpreting **multi-currency cash flows**, predicting future trends, providing yearly Budget Reports to higher management, managing PDCs.
- **Experience in VAT/WH & Corporate Tax implementation, Filing, Registration & processing of refunds as per UAE law.**
- Prepare WPS Salaries, wages, gratuity and Leave Salaries, accruals, and prepayment schedule.
- Responsible for Accounts Receivable, timely collection and monitoring old outstanding.
- Responsible for Account Payable – Handling all vendors and intergroup payments and posting.
- Proficient in the use of **ERP Software (QuickBooks, Focus 9, Tally ERP 9, Peachtree, Xero, ERP Next and Zoho).**
- Proficient in the use of **Advance MS Excel, MS Word, MS PowerPoint, Outlook, Office 365, Dashboard & Power BI (Basic).**
- Proficient in Google Suite tools like GDoc, GSheet, GSlides, GForms etc and can handle high volume spreadsheets
- Excellent communication skills, presentation, Interpersonal, Analytical, Problem Solving & Leadership Skills.

### Major Roles in Organizations

- Chief Accountant in **(The Cloud – Food Ecosystem)**, Abu Dhabi, UAE -Dec 2019 to till to date **(04 Years)**
- Senior Accountant in **Prime Group L.L.C**, Abu Dhabi, UAE -Dec 2018 to November 2019 **(01 Year)**
- Senior Data Researcher in **S&P Global Pakistan** (Business Intelligence) -Dec 2010 to Nov 2018 **(08 Years)**  
Islamabad, Pakistan

(Detail on next page)

### Educational Qualifications

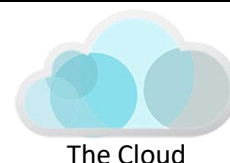
- MBA (Finance) – PMAS Arid Agriculture University, Rawalpindi, Pakistan Year of Passing: Oct 2010  
(1<sup>st</sup> Division/CGPA 3.51)
- B. Com, Allama Iqbal Open University, Islamabad, Pakistan Year of Passing: July 2008  
(1<sup>st</sup> Division)

### Software and Technical Skills

- |  |                    |  |
|--|--------------------|--|
| ➤ ERP Next                                     | Expert             | The Cloud – Food Eco System            |
| ➤ Tally ERP 9                                  | Working Experience | The Cloud – Food Eco System            |
| ➤ Quick Books                                  | Expert             | Sushi Central Restaurant, UAE (Client) |
| ➤ Xero   | Expert             | Prime Group LLC, Abu Dhabi, UAE        |
| ➤ Peach Tree & Focus 9                         | Working Experience | Prime Group LLC, Abu Dhabi, UAE        |
| ➤ Advanced MS Excel                            | Expert             | UAE & Pakistan                         |
| ➤ Business Emails, Letters Drafting and Typing |                    |  |

## Employment Records

Name of Institution: **The Cloud – Food Ecosystem, Abu Dhabi | UAE**  
Job position: **Chief Accountant**  
Year: **December 2019 – Till to date**



*The Cloud is a food eco-system which has 7 entities around the world (Europe and Gulf countries) with head office in UAE*

### As Chief Accountant Key Responsibilities:

- Oversee the day-to-day operations of the accounting department of 7 entities, including accounts payable, accounts receivable, general ledger, and financial reporting and led a high-performing team of 3 accountants.
- Oversaw **multi-currency cash flow** management for an organization with monthly transactions of up to **\$1 million dirhams**, ensuring liquidity.
- Manage vendor accounts for 600 suppliers (450+ in the UAE and 150 in KSA) to drive supplier relationship management and prepare comprehensive financial reports, MIS, Cash Flow and budgets to support timely decision-making by management.
- Collaborate with the Head of Finance to conduct the Internal and External audit and ensure compliance with regulatory standards through timely document access.
- Prepared the Data Room and financial documentation for due diligence processes for investment companies.
- Executed VAT & Corporate Tax implementation, including returns filing and processing refunds in adherence to UAE regulations and manage month-end and year-end closing entries, including financial statement preparation, bank reconciliation & consolidated accounts.

Name of Institution: **Prime Group LLC, Abu Dhabi | UAE**  
Job position: **Senior Accountant**  
Year: **December 2018 – November 2019**



*Prime Group is a UAE based diversified group operating across various lines of businesses. **Restaurants, accounting firm** in UAE.*

### As Senior Accountant Key Responsibilities:

- Generate accurate accounting reports, and prepare monthly, quarterly and annual financial reports.
- Executed detailed testing, recalculations, vouching, analysis of financial information and gathered audit evidence.
- Prepare monthly projection for Cash Outflow, compare the actual with projection and manage the PDCs
- Oversee and perform the entire accounting activities including general ledger, accounts payables, accounts receivables, payroll, fixed assets, month/year-end closing processes, & consolidated accounts.
- Prepare supplier Invoices, purchase and delivery orders, recording it and conducting inventory reconciliation on monthly basis as well as recording, classifying and summarizing daily accounting transactions.
- Prepare supplier Invoices, purchase and delivery orders, record as well conduct inventory reconciliation monthly.
- Creating Tax Invoice for Credit Sales and Making receipts and payment vouchers for customers and suppliers
- Verify Monthly Purchases, Sales, and Bank Reconciliation, record accrual expenses, keep a record of prepayments schedule and close the monthly accounts.

Name of Institution: **S&P Global Pakistan, Islamabad | Pakistan**  
Job position: **Senior Data Researcher**  
Year: **December 2010 – November 2018**



*S&P Global deliver the data and insight you need to make informed, smarter business decisions and investment decisions that are critical to your future.*

### As a Senior Data Researcher Key Responsibilities:

- Analyzed the monthly, quarterly, and annual financial reports and suggested investment opportunities to clients based on these reports.
- Responsible for proactively tracking information on covered domains (US and Canadian-based).

- Participated in regular development/training opportunities related to various project management, assisting in setting daily goals after meeting with the Global team.
- Responsible for training new employees and supervising their performance by giving assignments & quizzes

## Strengths/Achievements

### Strengths

- Cash Flow Management
- Bank & Vendor's Account Reconciliation
- Account's Finalization
- Documentation/MIS
- Liaison and Analytical Skills

### Achievements

- Corrected VAT, Accounts Payable & Receivable Record of Client Account
- Completed project of QuickBooks implementation of Client
- Collaborate with HOD to complete the project of ERP Next Implementation in "The Cloud".
- Five-time EOM in S&P Global.
- Two time Most Productive Employee of Quarter in S&P Global.
- Won one-time Star Team Award.

## Personal Detail

- Gender : Male
- Nationality : Pakistan
- Marital Status : Married
- Passport Number : **YQ5149132 (Expired Sep 2029)**
- Religion : Islam
- Language Known : English, Urdu, Hindi - Proficient  
Arabic – Basic

## References

- Kamil Rogalinski, CEO  
The Cloud  
[kamil@thecloud.ae](mailto:kamil@thecloud.ae)
- Khurram Aziz (HOD)  
The Cloud  
Email: [khurram@thecloud.ae](mailto:khurram@thecloud.ae)