

LAMIYA SALEEM (ACCA)

Association of Chartered Certified Accountants (United Kingdom)

"Striving for success - A self-driven and result-oriented ACCA qualified individual with nearly 4 years' experience in auditing, eagerly seeking for opportunities to apply my knowledge base and skills in a professionally challenging environment in a manner that creates value addition for the organization and which ultimately contributes towards my career development"



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Al Wakrah, Qatar



Lamiya Saleem



WORK EXPERIENCE

Senior Auditor Audit & Assurance

Husam Bawared Certified Public Accountants (HB) (Jeddah, KSA)

06/2023 - 11/2023,

Experienced Associate Audit & Assurance

Husam Bawared Certified Public Accountants(HB) (Jeddah, KSA)

01/2022 - 05/2023,

Associate Audit & Assurance

PKF Al Bassam & Co. (Jeddah, KSA)

12/2019 - 12/2021,

Key Experience

I have been associated with HB firm Saudi Arabia since January 2022. During last 4 years, my key responsibilities include:

- Leading engagements, reporting on financials and providing meaningful insights into accounting and reporting matters;
- Engagement planning based on understanding of entity's process flows and analysis of design and effectiveness of various internal controls implemented by the entity, updating engagement leaders on the audit progress;
- Co-ordination with professionals in various fields like actuarial, taxation experts;
- Assisting clients in preparation of financial statements in accordance with International Financial Reporting Standards (IFRS), Corporate laws and other directives of regulatory authorities;
- Identifying performance improvement opportunities on assigned engagements and imparting knowledge with the client management through the preparation of a management letter;
- Establishing a positive working environment by building solid relationships with team members, clients, and other stakeholders;
- Risk management of the engagements involved and developing and maintaining strong relationships with clients;
- Developing junior team members and coaching them to deliver results, and ensuring overall timely completion and submission of the key deliverables.



AUDIT CLIENTS

Real Estate

- Wathrah R.E Investment & Development Company
- Dan For Property Investment Co. Ltd.
- Al Maddahia Holding Co.

Construction

- Mohamed Saeed Souliman Zagzoog for General Contracting Company
- Railways Infrastructures Instalaciones Y Servicios LLC
- Saudi Ensas Co Ltd.
- Saudi Industrial Development Co.

Manufacturing

- Saudi Red Bricks Company

Insurance

- Saudi Enaya Cooperative Insurance Co.
- Gulf General Cooperative Insurance Co.
- Ittihad Insurance Brokers Co.

Food and Beverages

- Al Ezdhehar & Al Rafah Trading Co.

Others

- Women's Athletic High Exercise Company
- Future Lab Medical Laboratories LLC
- Shada Hospitality Company



IT PROFICIENCY & PROFESSIONAL SKILLS

Laws

- Advanced knowledge of IFRS & ISA

Software

- Extensive use of MS Office as a tool for making spreadsheets, designing of business reports and presentations.
- Proficient with audit documentation tool such as CaseWare.

EDUCATION & PROFESSIONAL QUALIFICATION

ACCA (Member)

Association of Chartered Certified Accountants (UK)

2023

BSc (Hons) in Applied Accounting

Oxford Brookes University (UK)

2022

Senior Secondary C.B.S.E (10+2)

International Indian School (Saudi Arabia)

2016

LANGUAGES

English

Advanced (Fluent)

Arabic

Basic

PERSONAL INFORMATION

Nationality: Indian
Date of Birth: 03-Nov-1998
Gender: Female
Marital Status: Married
Qatar work permit: Transferable visa with NOC

INTERESTS

 Literature

 Creative writing

 Travel & exploration

SOFT SKILLS

Communication Skills

Presentation Skills

Critical Thinker

Leadership Skills

Decision Making Skills

Problem Solving Skills

ACHIEVEMENTS / OTHER AREAS

Several times rated as 'Outstanding' or 'High Performer' as per the firm's internal performance evaluations

Part of engagement team in the audit of Tadawul-listed insurance companies at PKF which are considered to be high risk

Participated in annual training sessions and webinars at PKF and earned Continuous Professional Education (CPE) certificates

Participated in Certified SOCPA training sessions on 'IFRS for SMEs' at HB

Conducted group training session and provided hands-on training and guidance to junior staff at HB on the various features and functions of CaseWare audit software

Award winner for attaining the highest marks in Saudi Arabia for ACCA Paper P2 (Corporate Reporting)