

Muhammad Ali Malik

Senior Accountant

Accountant with a history of accurately and efficiently supporting accounting activities for a diverse range of clientele. 3+ years of experience in presenting data, analyzing cost control, providing financial reports, and delivering profit and loss statements under time pressures.



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📍 Multan, Pakistan

WORK EXPERIENCE

Senior Financial Accountant Staxa Consultant

05/2022 - Present Multan, Pakistan
Providing Services - Book-keeping, Budgeting, and UK Tax

Achievements/Tasks

- Analyzed economic stability and presented projected financial status of specific branches and overall company. .
- Increased company revenue through streamlining payment services and conducting extensive internal audits to reveal and review discrepancies.
- Generated financial statements, as well as both interim and annual reports for the organizations.

Assistant Accounts Manager Bodla Builders Pvt, Ltd.

01/2021 - 12/2022 Multan Pakistan
Construction Company

Achievements/Tasks

- Addressed problems with accounting, billing, and service delivery to maintain and enhance client satisfaction.
- Built and strengthened long-lasting client relationships based on accurate price quotes and customer-centric terms.
- Oversaw new business development to generate sales leads, negotiate client pricing and forecast revenue.
- Developed and implemented strategies to increase client retention.

Book-keeper (Remote-Job) Pro Tax Financial Solution

02/2021 - Present Ipswich. UK
Achievements/Tasks

- Gained strong leadership skills by managing projects from start to finish.
- Assisted with day-to-day operations, working efficiently and productively with all team members.
- Demonstrated creativity and resourcefulness through the development of innovative solutions.
- Adaptable and proficient in learning new concepts quickly and efficiently.
- Conducted technical and analytical reviews of tax returns to check for accuracy and qualified deductions.

SKILLS

SAP

Oracle

Microsoft Excel

Xero

Hubdoc

PART-TIME EXPERIENCE

Cashier Walmart

05/2012 - 11/2016 St John's NL, Canada
Tasks/Achievements

- Welcomed customers and helped determine their needs. Operated cash register for cash, check, and credit card transactions with excellent accuracy levels.
- Addressed customer needs and made product recommendations to increase sales.
- Worked closely with shift manager to solve problems and handle customer concerns.

Accountant (Internee) MULTAN ELECTRIC POWER COMPANY (MEPCO)

08/2020 - 12/2022 Multan, Pakistan
Tasks/Achievements

- Completed daily cash functions like account tracking, payroll and wage allocations, budgeting, donating, and cash, and banking reconciliations.
- Reconciled accounts and reviewed expense data, net worth, and assets.
- Documented cash, credit, fixed assets, accrued expenses, and line of credit transactions.

HONOR AWARDS

BBA Hon's (Accounting & Finance) (11/2019 - 12/2021)
University of the Punjab

Bachelor's of Arts (Economics) (07/2017 - 08/2019)
Bahauddin Zakariya University

INTERESTS

Reading

Cricket

Swimming