

Ali Ahmad Sabir

☎ 0301-5843511

✉ aliahmadsabir78@gmail.com

*Accounts and Finance Professional
Taxation, Internal Controls, Risk and
Compliance Professional*



ABOUT ME:

M.com in Accounting & Finance, having over 7 years of extensive and varied exposure of finance, accounts, taxation, external audit, internal audit, risk assessment and control evaluation, IFRSs, I S A s , f i n a n c i a l planning, and reporting. My proactive approach, ability to work under pressure, analytical, technical and team leadership skills resulted in quality performances which lead to strengthened relationships with the clients and colleagues.

PROFESSIONAL CAREER SUMMARY:

- ❖ Worked as Reporting Coordinator with Helium Private Limited is a Marketing Company From 01-02-2015 to 29-02-2016
- ❖ Worked as Account Executive with XS4 Financial Management is a Audit Firm From 15-01-2017 to 08-01-2019
- ❖ Worked as Account Officer with Kickstart Co-working space from 09-01-2019 to 08-07-2019
- ❖ Working as Accounts Executive at AMCO IT Systems from 09-07-2019 to 30-06-2021
- ❖ Working as Accounts and Admin Manager at AMCO IT Systems from 01-07-2021 to till date
- ❖ Comprehensive knowledge of International Financial Reporting Standards (IFRS) and International Standards of Auditing (ISA)
- ❖ Compilation of Policies and Procedures Manuals (SOPs);
- ❖ Financial analysis and reporting;
- ❖ Preparation of Financial Statements as per applicable framework

KEY PROFESSIONAL ACHIEVEMENTS:

- ❖ Performed forensic audit of an Al-Razi Health Care;
- ❖ Lead the audit team as Job incharge in Clover Petroleum (Pvt) Limited – An associated company of Clover Petroleum;
- ❖ Performed external audit of Food What Else, Al-Razi Health Care & Clover Petroleum (Pvt) Limited;
- ❖ Performed Accounts Manager Services of multiple companies like Helium (Private) Limited – Clover Petroleum (Private) Limited – Food What Else- Ruby's Splitends- Good Bye Chemicals- Auracraft (Private) Limited.
- ❖ Involved in internal audits of various clients.

Father Name:

Khan Muhammad

ID Card#

36401-3212012-1

DATE OF BIRTH:

December 25, 1992

Domicile:

Pakpattan Punjab

RESIDENCE ADDRESS

Chak#89/E.B Post
Office Qabula Tehsile
Arifwala District
Pakpattan

LANGUAGES:

URDU– Native
ENGLISH– Fluent
PUNJABI– Native

MARITAL STATUS:

MARRIED

SKILLS SUMMARY:

- ❖ Financial Reporting
- ❖ Financial Analysis
- ❖ Working Capital
- ❖ Internal Auditing
- ❖ Variance analysis
- ❖ External Audit

ACMA MANDATORY ARTICLE-SHIP WORK EXPERIENCE

XS4 Financial Management (Tax, Audit, Corporate and Consultancy Firm)

(January 2017 to January 2019)

During my tenure at XS4 Financial Management (Tax, Corporate, Audit and Consultancy Firm), in individual capacity and as well as a team leader, I gained extensive experience while working in different Industries:

- ❖ **Statutory Audits** comprising of analysis and review of financial statements, ensuring adequacy of reporting system, compliance with statutory requirements, adherence to International Financial Reporting Standards (IFRSs) and reviewing existing systems to identify any control weaknesses. Moreover, aiding in the completion of Audit files for the Quality Control Review of ICAP. These include applying auditing procedures to ensure the compliance of Financial Assertions pertaining to Balance Sheet, Income Statements and Presentation & Disclosures.
- ❖ **Financial Statement Analysis** calculating the primary investment, solvency and liquidity ratios to determine the financial stability and strength of the organization. Evaluation of Companies performance by assessing the Key Performance Indicators (KPI) achieved.
- ❖ **Internal Audits** Preparation of internal audit transaction testing sheets, Preparation of internal audit activity program for head wise testing of financial, Evaluate the governance framework of auditing client for improvements in organizational governance; Extensive and detail knowledge of drafting elaborative internal audit report.
- ❖ **Taxation Advisory** Experience relevant to taxation includes evaluation of sales tax return, withholding tax statements, annual income tax return, advance tax estimation filing u/s 147, exemption certificates etc.
- ❖ **Finance and Accounting** During my articles while performing various auditing and accounting functions at various types of client; learned following accounting and finance skills,
 - Preparation and changes in chart of accounts
 - Preparation of various types of accounting vouchers, Accounts payable vouchers, receivable vouchers, bank and cash vouchers, GRNs and issuance receipts etc.
 - Preparation of Bank reconciliations and tracing payments to bank statements
 - Posting and approval of accounting entries into financial ledgers
 - Management of creditors and debtors ledgers and reconciliation of control accounts
 - Preparation of financial statements

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COMPUTER PROFICIENCY:

- ❖ Microsoft Word;
- ❖ Microsoft Excel;
- ❖ Microsoft Power Point;
- ❖ Microsoft Windows
- ❖ Microsoft Outlook; and
- ❖ Hands on experience of different accounting and reporting packages Skedwise, including Quick books, Paratech , Busy, AAA,
- ❖ Acumen Financial accounting software, Oracles, Xero, Quickbook, Tally, Peachtree,

QUALIFICATIONS:

- ❖ **M.Com in Accounting & Finance (2017) 2nd Div.**
(Bahauddin Zakariya University Multan)
- ❖ **B.Com (2012) 2nd Div**
(Bahauddin Zakariya University Multan)
- ❖ **Intermediate (2010) 1st Div.**
(Punjab Board of Technical Education Lahore)
- ❖ **Matriculation (2008) 2nd div.**
(Board of Intermediate & Secondary Education-Multan)

REFERENCE:

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