



ASGHAR ALI

SUMMARY:

Versatile analytical minded accountant with strong educational background of ACCA and B.COM as well as with over 10 years' experience of working for global companies. Proven track record of maintaining compliance with regulatory requirements & general accountancy standards like GAAP, IFRS and IAS as well as internal protocols. Proficient with multiple accounting tools including ERP, QuickBooks.

Skills:

- MS EXCEL
- ERP, SAP, QuickBooks
- GAAP, IAS & IFRS
- Leadership
- Management
- Effective Communication
- Budgeting
- Account Payables & Receivables
- Payroll
- Tax Returns
- Financial reporting
- Regulatory filings
- Financial modeling
- Data Analysis
- Forecasting
- Revenue projection
- Asset Management

Qualification:

ACCA (Finalist) -Association of Chartered Certified Accountants – (UK)

CAT (Certified Accounting Technician)
Association of Chartered Certified Accountants – (UK)

B.COM - (University of the Punjab – Pakistan)

PERSONAL PROFILE

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Address: Dubai Investment Park 1

Religion: Islam
Nationality: Pakistani

PROFESSIONAL EXPERIENCE

1. BMB Food Stuff Trading L.L.C - DUBAI

Accounts Payable Accountant - 2 Years (*Aug 2021 to Still Continued*)

- Preparing analysis of accounts and producing monthly reports.
- Reconciling processed work by verifying entries and comparing system reports to balances.
- Collaborating with internal departments to gather, analyze and interpret financial data.
- Verifying the Invoice prices, totals of the invoices and receiving signatures.
- Processing and posting the purchase Invoices.
- Checking the supplier files for the previous balance.
- Paying vendors by scheduling payment cheques and ensuring payment is received by vendor for outstanding credit.
- Verifying vendor accounts and resolve purchase order, invoice or payment discrepancies.
- Keeping track of all payments and expenditures, including purchase orders, supplier invoices, payroll etc.
- Maintaining historical records.
- Maintaining the copies of the Invoices and vouchers to keep documental records.
- Preparing vouchers listing invoice number, date, vendor address, item description and amounts.
- Reconciliation with the Bank Statement.

2. AL MINA ELECTRIC PANEL BOARD CO. – RIYADH - KSA

Senior Accountant - 2.7 Years (*December 2018 to Aug 2021*)

- Prepare financial statements, including balance sheet, income statement and weekly and monthly cash flow statement.
- Prepare management reports on monthly basis.
- Develop cash flow projections.
- Perform vendors' reconciliation at month-end to ensure accuracy and completeness of accounts payable.
- Conducting bank reconciliation.
- Filing the VAT returns.
- Managing Bank accounts Cash and Petty Cash.
- Analyzing and posting the journal entries in system.
- Reviewing books of accounts and identifying errors, posting necessary adjustment entries for accurate financial reporting.
- Maintain detailed fixed asset registers and schedules, including depreciation entries.
- Manage prepaid expenses and accruals, ensuring the journal entries are accurately posted.
- Maintain comprehensive schedules for debt costs and debt roll forward.
- Calculation and preparation of salary sheets.
- Follow up of the debtors to obtain timely payments from the debtors.
- Debtors balance reconciliation.
- Engage in daily communication with clients, addressing their financial inquiries and generating ad-hoc reports as needed.
- Regularly review accounts payable aging to identify critical vendors and outstanding payments, contributing to effective cash flow management.

3. ACUTE BUSINESS COLLEGE – PAKISTAN, Lahore

Accounts Officer - 6.5 Years (*April 2012 to November 2018*)

- Maintain the College general ledger to ensure accuracy and timeliness of financial information
- Assist the accounts manager and Principal with the ongoing development and implementation of budget systems and controls.
- Providing daily, weekly and monthly financial reports to accounts manager.
- Recording and maintaining the fee records of the students.
- Preparing salaries and other expenses records of the college.
- Maintaining Petty Cash.
- Maintain college assets register.
- Bank reconciliation to the book of accounts.