

SYED MUHAMMAD HAIDER

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Objective

Motivated graduate in Accounting and Finance with a strong foundation in financial management and process improvement. Proficient in Microsoft Excel and experienced in managing accounts payable and receivable, preparing financial reports, and supporting budgeting and forecasting activities. Eager to contribute to Noorka Logistics' finance team by leveraging analytical skills and attention to detail to enhance financial accuracy and efficiency.

Professional Experience

Keach Technologies – Business Development Executive

May 2024 – Feb 2025

- Spearheaded new client acquisition on Upwork by identifying and bidding on projects, successfully following up on leads to secure meetings and close projects.
- Acted as the primary liaison between clients and Virtual Assistants (VAs), managing the complete project lifecycle from onboarding to completion.
- Oversaw project progress and quality, providing regular updates to clients and organizing meetings to incorporate feedback and new ideas, ensuring client satisfaction and successful project delivery.

Tech Solutions Pro – Account Intern

Sep 2023 – November 2023

- Supported accurate financial record-keeping by assisting in the preparation and reconciliation of accounts, contributing to timely month-end closing processes.
- Streamlined data entry and invoice processing, helping to reduce processing time and minimize errors in daily accounting operations.
- Collaborated with team members to update and refine accounting procedures, improving workflow efficiency and supporting best practices in financial management.

Education

Institute of Business Administration

Bachelors in Accounting and Finance, *Aug 2019 - June 2025*

Major Courses: Managerial Accounting, International Banking and Trade Finance, Corporate Finance, Regulations of Financial Markets

Research and Projects

Shell Pakistan – Experiential Learning Project

- Spearheaded a strategic initiative achieving a 50/50 revenue split between fuel and non-fuel services.
- Orchestrated budget management and cost-benefit analyses for new service launches, enhancing financial accountability and optimizing resource allocation.

Bank Al-Habib Limited – Financial Accounting

- Analyzed the financial position and cashflow performance.

Hascal Petroleum Financial Modeling & Analysis – Financial Modeling

- Intrinsic value calculation using Discounted cash flow and averaging methods.

Skills

Technical Skills: Budget Management and Forecasting, Process Improvement, Excel Proficiency, Financial Modeling, Regulatory Compliance, Cost-Benefit Analysis, Strategic Decision Making.

Hobbies

Football, Cricket, Table Tennis, E-sports, Travelling, Movies.