



# Umar Farukh

## Accounts and Taxation Professional

A seasoned finance professional with a diverse background in accounting, taxation, finance department management, and internal and external audits across various industries. Proficient in ensuring compliance with financial regulations, optimizing operations, and delivering comprehensive financial reports.

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## WORK EXPERIENCE

### Senior Accountant HYPER MALL (PVT) LTD.

03/2022 - 08/2023

Peshawar, Pakistan

#### Achievements/Tasks

- Recording financial transactions, creating financial statements (like balance sheets, income statements, and cash flow statements), maintaining general ledgers,
- Ensuring that taxes are paid accurately and on time and that the company complies with tax laws and regulations,
- Generating financial reports and summaries for management or auditors as needed, and managed the company finances with Abuzar accounting software,
- Preparing monthly payroll of employees, tax and other deductions to relevant authorities, and weekly bank reconciliation and finalizing a month bank reconciliation statement at every month end.

### Accountant S2S MARKETING & DEVELOPERS (PVT) LTD.

07/2021 - 03/2022

Peshawar, Pakistan

#### Achievements/Tasks

- Maintained the company's sales record and current account,
- Prepared monthly commissions for sales agents, monthly rental calculation for customers and assists in payroll preparation,
- Legal compliance of FBR and KPRA (tax authorities).

### Finance officer Drug Link Distributors

04/2021 - 07/2021

Peshawar, Pakistan

#### Achievements/Tasks

- Managed the company finances with QuickBooks,
- Sending bills and invoices to clients, creating and processing invoices, cross-checking invoices with payments and expenses to ensure accuracy and managing a company's accounts payable and receivable,
- Legal compliance of FBR and KPRA (tax authorities).

### Tax & Audit Associate P.K.F.F.R.A.N.T.S. (Pakistan)

10/2017 - 03/2021

Peshawar, Pakistan

#### Achievements/Tasks

- **Audit:** I was associated with the audit department of PKF FRANTS (Pakistan) where I was responsible for audit engagement from initial planning to the conclusion and reporting thereon. I have audited private companies and local non-profit organizations,
- **Taxation:** Prepared and filed Income Tax Return (Corporate, AOP & Companies), annual statement for withholding agents, Sales Tax & Income Tax monthly statements in FBR, KPRA monthly Sales Tax return.

## SKILLS

Accounting

IFRS

IAS

Financial Reporting

Abuzar Software

QuickBooks

Accounts Reconciliation

Auditing

Internal/External Audit

VAT Filing

Income Tax and Sales Tax

Microsoft Office

## EDUCATION

### Certified in Accounting and Finance (CAF)/ CA Inter The Institute of Chartered Accountants of Pakistan (ICAP)

10/2016

### ACCA in Progress ACCA Global - United Kingdom

### B. A (Economics) Abdul Wali Khan University, Mardan

10/2017 - 10/2018

## LANGUAGES

English

Full Professional Proficiency

Urdu

Full Professional Proficiency

Pashto

Native or Bilingual Proficiency