**Curriculum vitae**



**Ahsan Bashir**

**DOB: 25.03.1994**

**Address:** Gulbahar No. 1, Peshawar, Pakistan

**Contact Number:** 0347-5043048

**Email:** malik.ahsan616@gmail.com

***Objective:***

**Driven and ambitious professional seeking a challenging long-term opportunity with an esteemed organisation to make a significant impact and propel personal growth.**

***Education:***

**DIT (Diploma in Information Technology)**

Farabi College of Commerce Peshawar (2016-2018)

**M.Com (Masters of Commerce in Accounting & Finance)**

UOP (University of Peshawar) (2014-2016)

**B.Com (Bachelor of Commerce in Accounting & Finance)**

UOP (University of Peshawar) (2012-2014)

**D.Com (Diploma of Commerce in Accounting & Finance)**

KP BTE (Khyber Pakhtunkhwa Board of Technical Education) (2010-2012)

**Matric in Science**

BISE (Board of Intermediate & Secondary Education Peshawar) (2008-2010)

***Experience:***

**SB Group of Companies (2017 - 2023)**

• Excelled in utilising the company's cutting-edge software, ''Sidat Hyder Financials''.

• Proficiently managed monthly, quarterly, and annual closings with meticulous attention to detail.

• Ensured timely and accurate bank payments, maintaining a high level of financial integrity.

• Oversaw all accounts transactions and adeptly handled cash management responsibilities.

**Pharma Health (2016 - 2017)**

**Accountant**

**Product Specialist**

• Demonstrated exceptional marketing skills, effectively promoting products to target audiences.

• Strategically prepared sales budgets and meticulously analysed sales reports, providing valuable insights to the manager.

• Maintained strong relationships with clients and promptly addressed any concerns or queries.

**Farabi Degree College (2015 - 2016)**

**Accountant**

• Assumed responsibility for maintaining meticulous records of fee income & expenses.

• Demonstrated strong credit control skills, ensuring timely payments and minimising outstanding balances.

• Skilfully prepared management accounts and efficiently managed payroll operations.

**R-Sheen (2014 - 2015)**

**Assistant Accountant**

• Efficiently managed payroll processes and ensured accurate and timely salary disbursements.

• Demonstrated strong inventory management skills, overseeing stock levels and optimizing procurement practices.

• Effectively managed accounts payable processes, fostering positive relationships with vendors.

***Interests:***

• Enthusiastic reader of financial magazines such as The Economist and Financial Times.

• Avid consumer of documentaries, expanding knowledge in various fields.

***Technical Skills & Competence:***

• Diploma in Information Technology, enhancing technical knowledge and capabilities.

• Proficient in MS Office Suite, demonstrating expertise in MS Excel.

• Familiarity with MS Access and E-Commerce platforms.

**Languages:**

• English, Urdu, Pashto, and Hindko.

**Others:**

• Meticulous attention to detail and unwavering perseverance.

• A logical thinker and self-starter, consistently demonstrating strong analytical skills.

• Skilled at working within budgets, meeting objectives, and adhering to deadlines.

**Relationships with others:**

• Collaborative and supportive team member, fostering positive and productive working relationships.

***References available upon request.***