

Usama Saeed

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Experience

AF Ferguson (PWC)

Senior Consultant (ERP Department)

Islamabad, Pakistan

Dec 2018- Present

Oracle E-business Suite:

- Review of the operational Oracle EBS modules i.e., Oracle GL, Oracle Purchasing, Oracle Inventory, Oracle Payables and Oracle Assets.
- Provided support to clients and resolved their day to day issues involving the above mentioned modules of Oracle EBS.
- Where the issues were not easily solved or required more knowledge, took help from the oracle support team in first identifying the exact cause of the issue and then applying the fix prepared by the oracle support team.

Oracle Business Intelligence:

- Implemented and integrated the Business Intelligence module of Human Resources with the EBS Human Resources module and made it ready and in a state which is most suited to the client's requirements.
- Provided training and support to the admin and end users of the application from the client side and helped them in understanding and creating custom scenarios of their required dashboards which were not available in the standard dashboards.

Ufone PTML

Finance Internee (Treasury Department)

Islamabad, Pakistan

June 2018- Oct 2018

- Processed the insurance claims of the employees including stolen and broken items like laptops, mobiles etc.
- Processed the insurance claims of theft and losses at the tower sites, for the BVS devices and other related items
- Assisted the manager in the LC opening process e.g.by gathering the required documents, carefully checking all the terms and conditions, making sure that there is no breach in the terms and conditions of the contract
- Maintained the record of all the letterheads used by the entire treasury department for audit and as well as general purposes so when an issue arises the related letterhead can be checked for the relevant payment details

Professional Qualifications

ACCA (Affiliate)

Education

NUST Business School H-12 Sector (Bachelors of Accounting & Finance, June 2017)

Islamabad, Pakistan

Cadet College Hasan Abdal (O-Levels & A-Levels Cambridge 2008-2013)

Hasan Abdal, Pakistan

Skills

- Microsoft Office Beginner to Intermediate Level
- Data Analysis
- Organizational skills
- Leadership skills
- Analytical skills
- Effective communication skills
- Teamwork
- Time management skills
- Knowledge of business practices and standards

Co-Curricular Activities

- **Appointment Holder at Cadet College Hasan Abdal** (Held the command of junior cadets of my wing/house in matters like discipline, routine Organizational functioning as well as managing their administrative requirements in light with Principal's/college instructions)
- **Nimun 2015 Team Member Accommodation, Nimun 2016 Deputy Director Accommodations & Nimun 2017 Director Accommodations Team** (Effectively performed as team member initially, responsible for administrative details of foreign delegates and eventually selected for lead roles as deputy director and as director in the following sessions).