

# MUHAMMAD USMAN MUNIR (ITP)

Business Taxation, Auditing / Accounting Professional

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## Executive Summary

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A professional with more than 8 years of experience in Business Tax Services and Auditing across various industries with hands on experience in:

- Business Taxation Laws
- Audit and Assurance
- Accounting and Experienced in IAS/IFRS reporting and compliance reporting as well as ISAs
- Corporate Compliance with SECP

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## Expertise

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| <ul style="list-style-type: none"><li>• Income Tax Ordinance, 2001</li><li>• Compliance with Provincial Tax Law requirements</li><li>• International Financial Reporting Standards (IFRS)</li><li>• Statutory External Audit Engagements</li></ul> | <ul style="list-style-type: none"><li>• Sale Tax Act, 1990</li><li>• Compliance with Companies Act, 2017</li><li>• International Standards on Auditing (ISAs)</li><li>• Analysis of Financial Statements</li></ul> |
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## Professional Experience

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Islamabad, Pakistan

April 2019 to Till Now

In April 2019, I joined Bellwether Consulting Islamabad as “Assistant Manager Taxation” and still working there as “Manager Taxation”. I have gained diversified professional experience as a senior by working in all phases of Tax and Accounts related engagements.

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## Professional Experience - 02

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Chartered Accountants Islamabad, Pakistan

Aug 2015 to March 2019

In Feb 2019, just after completing my CA Articles, I retained in PKF Chartered Accountants Islamabad Tax Department as “Supervising Senior”.

In August 2015, I joined in Taxation department of PKF F.R.A.N.T.S Chartered Accountants Islamabad, and during my experience of more than 3.5 years in taxation department I was promoted as Tax Senior in 2017, I gain experience in the followings:

- Compliance with Tax Law Requirements for (Individuals, AOP and Companies).
- Preparation of computation of Income Tax Liability as per Tax Law for (individuals, AOP and Companies).
- Compliance of quarterly Advance tax.
- Preparation of corporate income tax return on the basis of audited accounts and e-filing on the web portal of the Taxation Authority.
- Preparation and finalization of appeal documents for the appeals before the Commissioner (Appeals) and Appellate Tribunal Inland Revenue (ATIR).
- Preparation of replies of various notices & appeals issued by the Tax authorities.
- E-filing of Annual Tax Returns and monthly tax withholding statements.

- Income Tax and EOI compliance.
- Income Tax withholding of Vendor & payroll and Issuance of Tax certificates

I also have received various training to perform certain tasks, like computation and e-filing of withholding statements and annual tax return, How to use the updated web portal of the Taxation Authority and a review of updated Taxation Laws prevailing in the country.

### **Clientele Sector:**

During my stay at Bellwether Consulting and PKF F.R.A.N.T.S, I have been involved in tax planning and compliance of businesses of different sectors, out of which few are mentioned as follows:

#### **CONSTRUCTION AND ENGINEERING SERVICES**

- Sinohydro Corporation Limited (Power China)
- DongFang Electric Corporation (DEC)
- China Gezhouba Group Company Limited (CGGC)
- Beijing IWHR Technology Co. Ltd (BITC)
- China National Technical Import & Export Corporation (CNTIC)
- Grandeur Developments

#### **MANUFACTURING**

- Azad Textile Mills Limited, Mirpur (Azad Kashmir)

#### **NPO/NGO/Trust**

- Health Oriented Preventive Education (HOPE)
- Agency for Technical Cooperation and Development (ACTED)
- Merlin International
- Al-Mizan Foundation

#### **Telecom Company**

- Infobip (Private) Limited.
- Tellus Telecommunication (Private) Limited

#### **Others**

- LaGuardia Petroleum (Private) Limited
- Valkyrie Productions (SMC - Private) Limited
- Port Qasim Electric Power Company (Private) Limited
- Sinogeo Sismic Services (HK) Limited
- Alladdin Street Pakistan (Private) Limited
- Healthgenes Care (Private) Limited

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### **Professional Education**

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- CA – Certified Finance and Accounting Professional (CFAP) in progress – (ICAP)
- CA – Certificate in Accounting and Finance (CAF) [CA Inter] – (ICAP)

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### **Academic Education**

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- Bachelor in Commerce (B.COM) – 2nd Division from University of the Punjab (Lahore)
- F.Sc – A Grade from Federal Board of Intermediate and Secondary Education
- Matriculation – A Grade from Federal Board of Intermediate and Secondary Education

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### **Vocational Educations and Trainings**

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- Computer Practical Course – Institute of Chartered Accountants of Pakistan (ICAP)
- Presentation Skill Training Course – Institute of Chartered Accountants of Pakistan (ICAP)
- Attended training conducted by ICAP on Microsoft Excel
- Attended workshop conducted by PKF FRANTS Chartered Accountants on International Standards on Auditing (ISA-230) Audit Documentation
- Attended Workshops and Seminars conducted by ICAP and RITBA (Rawalpindi Islamabad Tax bar Association)

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### **Other Information**

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| • Father's name: Muhammad Munir Ahmed  | • Date of Birth: 14 April, 1988      |
| • Languages: Fluent in English, Urdu   | • Technical Skills: Microsoft Office |
| • Interest: Sports, Cricket  | • Marital Status: Married            |
| • Communication Address: House no. SN - 1227, Street no. 04-B, Farooq-e-Azam Colony, Shamsabad, Rawalpindi, Pakistan |                                      |