

# MUHAMMAD EHSUN ANEES



## PROFESSIONAL ACCOUNTANT ACCA (UK)

0092 3047972237

ehsunanis24@gmail.com

Peshawar, KPK, Pakistan

<https://www.linkedin.com/in/ehsun-anees-8aa10225b>

## PROFILE

I am a Professional Accountant (ACCA). I pursued ACCA because the world of accounting interested me. I am a hardworker and a dedicated accountant. I aspire to work in an energizing corporate environment that could give me a varied professional exposure matching with my academic competence. I aim to become a vital success factor of a forward looking organization.

## SKILLS

- Analysis
- Judgement and Decision making
- Financial Accounting
- Management Accounting
- Business Management
- Audit and Assurance
- Microsoft Excel
- Xero, Quickbooks
- Microsoft Word, Microsoft Powerpoint
- Creativity and critical thinking

## KNOWLEDGE AND SKILLS

KNOWLEDGE OF IFRS'S (INTERNATIONAL FINANCIAL REPORTING STANDARDS) AND ISA'S (INTERNATIONAL STANDARDS ON AUDITING)

2019 - 2023

FINANCIAL AND MANAGEMENT ACCOUNTING

2019-2023

BUSINESS MANAGEMENT

2019 - 2023

MICROSOFT EXCEL, WORD, POWERPOINT

(Including Pivot Tables and VLOOKUP) 2019 - Current

Xero

Feb 2023 - Sep 2023

QuickBooks

Oct 2023 - Current

## Work Experience

### BestPro Bookkeeping & Tax Firm (USA Based)

New York, USA (Remote)

#### Officer Accounts and Operations

- Handled daily bookkeeping, categorization, journal entries, bank reconciliation and cleanup of Chart of Accounts in QuickBooks.
- Prepared monthly Financial Statements of clients in Excel and QuickBooks.
- Prepared weekly financial reports in Excel.
- Handled 5+ clients. Clients included sole tradership's and LLC's.

(Oct 2023 - Jan 2024)

### Rising Accountancy Firm (UK Based)

Sialkot, Punjab, Pakistan (Remote)

#### Trainee Accountant

- Handled daily bookkeeping, journal entries and bank reconciliation in Xero.
- Prepared daily and weekly financial reports using financial analysis in Excel.
- Prepared and assisted in monthly Financial Statements preparation.
- Handled 6+ clients. Clients included Amazon international clients.

(Feb 2023 - Sep 2023)

## EDUCATION

### BACHELOR AND MASTER OF ACCOUNTING, ASSOCIATION OF CHARTERED CERTIFIED ACCOUNTANTS (ACCA)

Professional's Academy of Commerce  
ACCA (UK) Affiliate (All Papers Cleared)  
2019 - 2023

#### FSC 2ND YEAR

FORWARD COLLEGE 2018

#### FSC 1ST YEAR

PUNJAB COLLEGE 2017

#### CLASS 2ND TO MATRIC

BeaconHouse School System 2008-2016

#### NURSERY TO CLASS 1st

Peshawar Model School 2005-2007

## LANGUAGES

ENGLISH (FLUENT), URDU (FLUENT), PUNJABI (VERY GOOD),  
HINDKO (VERY GOOD)