

## CAREER OBJECTIVE

I am a career oriented person want to build a better career in your company with my skills, hard work and enthusiastic attitude. Where my experience, dedication, creativity and abilities can be utilize for a better growth and profit for the company.

## PROFILE

- Currently on a position of Senior Accountant in Myco Corporation.
- 12 years of experience in Accounts
- Punctual, Dedicated, Hard worker
- Problem solving attitude
- Perform positively at work
- Team Player

## EXPERIENCE

**Myco Corporation (2019 to till to date)**  
**Peshawar, Pakistan.**  
**Designation: Senior Accountant**

- Checking all Accounts ledgers
- Performing other accounting duties and supporting junior staff as required or assigned.
- Maintaining and reconciling balance sheet and general ledger accounts.
- Coordinating accounting functions and programs.
- Preparing financial analyses and reports.
- Manages accounts payable and receivables.
- Uses popular financial software.

**LG Electronics (2015 to 2019)**  
**Peshawar, Pakistan.**  
**Designation: Accountant**

- Document financial transactions by entering account information
- Guide accounting clerical staff by coordinating activities and answering questions
- Secure financial information by completing database backups
- Verify, allocate, post, and reconcile transactions
- Produce error-free accounting reports and present their results

**Spinzer Trading & CO (2011 to 2014)**  
**Peshawar, Pakistan.**  
**Designation: Junior Accountant**

- Assists senior accountants with all financial operations
- Prepares and analyzes balance sheets.
- Makes journal entries.
- Handles the month-end and year-end closing process.
- Compiles weekly and monthly financial statements and reports.

### Personal Infoamtion

#### Mobile No.

+92-302-9359511

#### Address:

Shaheed Khel, Mirdad Khel  
tehsil, Landikotal, Khyber  
Agency, Pakistan.

#### Father Name:

Zar Wali

#### Marital Status:

Married

#### Religion:

Islam

#### Domicile.

Khyber Agency

#### Education:

##### Master in Physical Education

University of Peshawar  
Pakistan.

#### Diploma in IT

Board of Technical  
Education  
Pakistan.

#### Languages

- English

- Urdu

- Pashto