

Mr. MAISAM ALI

Waqar Electric Store, Opposite
Gulpam Pump, Shingag Road Parachinar

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Mobile # 0307-5670366

PERSONAL PROFILE

Highly-motivated and resourceful accountant possessing excellent accounting skills and knowledge with outstanding communication, critical thinking, organizing and problem solving capabilities. Self-motivated with high energy, initiative and focus, with an aptitude to grasp concepts quickly; meticulous planner and a team player with the ability to work under demanding situations.

PROFESSIONAL EXPERIENCE

Dulce Food Industries (Pvt) Ltd

✓ **Working as Manager Finance (From 15th February 2022 – till date)**

Responsibilities

- Oversee the operations and development of the finance department including creating & reviewing policies, budgeting, recommending new productivity or cost saving initiatives and conducting regular assessments of financial procedures.
- Preparation of weekly, monthly, quarterly and annual account reports, performance report and reconciliations of vendors & customer ledgers.
- Monitor and enforce compliance with financial reporting standards and assist with cash flow forecasting.
- Handling of accounting and finance functions, banking, costing, budgeting and financial planning.
- Analyze financial data and generate reports for management, identifying opportunities for improvement.
- Compare anticipated and actual results and identify areas of improvement.
- Review daily accounting transaction for data accuracy.
- Performing financial management duties including generating financial data, compiling and submitting reports, analyzing industry trends and assessing the financial health of the company.
- Monthly physical verification of stock available in store.

Baker Tilly Pakistan Chartered Accountants

BTMIQ is one of the independent branch of world's leading Audit firm Baker Tilly International. BTMIQ is a Taxation, Financial Consultancy, Filing and Audit & Assurance firm.

✓ **Working as Senior Auditor, Peshawar Office (From 1st January 2020 – 31st January 2022)**

Responsibilities

- Planning and allocating resources to meet objectives of different assignments
- Providing technical input and advice on strategic planning and business opportunities, engagement risk management and continuous quality improvement.
- Coordinating in Quality Control Review of ICAP and Baker Tilly International annual review.
- Conducted internal audit of government and private entities.
- Reviewing audit of different public and private companies according to IFRS and ISAs

- Assisting and supporting clients in meeting their regulatory and contractual requirements
- Assisting clients in technical interpretations of IFRSs and advising on the accounting treatments
- Advising and recommending clients on the best practices in finance and operations
- Handling group audit teams for multi-location audit assignments
- Reviewing reconciliations of financial information with the ERP systems implementation;
- Supervising and leading teams, reviewing their work and evaluating their performance.

EDUCATIONAL DETAILS

<u>INSTITUTION</u>	<u>DIPLOMA/DEGREE</u>
Institute of Cost and Management Accounting Peshawar, Pakistan	ICMA (2017-till date)
Allama Iqbal Open University	Bachelor of Commerce
Islamia College Peshawar	HSSC (2014-2016)
Uswa College Islamabad	SSC (2010-2014)

IT SKILLS

- Expertise in MS Word, MS Excel & MS PowerPoint
- User experiences of SAP and Odoo attained through several audits.
- User experience and implementation of Oracle Fx.
- User experiences of Quick book.
- User experience of PHP.

LINGUISTIC SKILLS

- English (Speak, Write & Understand)
- Urdu (Speak, Write & Understand)
- Pushto (Speak & Understand)

BEHAVIORAL AND TECHNICAL SKILLS

- Staff management
- Team building and team player
- Leadership and judgement
- Governance and ethics sensitivity
- Work independently and confidentially
- Risk analysis and control assessment techniques
- Problem solving tools and techniques
- Financial analysis tools and techniques
- Data collection and analysis tools and techniques

REFERENCES

References will be furnished on request.

LIST OF ASSIGNMENTS

❖ Assurance Engagements

Organization Name	Sector	Nature of Assignment	Year	Role
ZRK Group	Material- Forest Product	Production and Sales Reconciliation of Mardan Unit	2019 & 2020	Senior
ZRK Group	Material- Forest Product	Bi-annual stock take of Peshawar & Mardan	2019 & 2020	Senior
Rifah & Zohaib Associate (8 Housing Societies)	Real Estate	Agreed Upon Procedure Audit of Completed projects	2020	Team member
Assemblies of God Church.	Development	Tagging of assets and preparation of Fixed Asset Register	2020	Team member

❖ Financial Statements Audit

Organization Name	Sector	Nature of Assignment	Year	Role
Peshawar Electric Supply Company (PESCO)	Power Distribution	Statutory Audit for the year end 30 June 2021	2021	Supervisor
Saif Associates(Pvt) Ltd	Real Estate	External Audit for the year end 30 June 2020 & 2021.	2021	Job In charge
Participatory Rural Development Society(PRDS)	NGO	External Audit for the year end 30 June 2021	2021	Job In charge
Snow Leopard Foundation	NGO	External Audit for the year end 30 June 2021	2021	Job In charge
TSK Engineering International (Pvt) Ltd	Assembling & Supply of Submersible pumps and motors	External Audit for the year end 30 June 2021	2021	Job In charge
Assemblies of God Church	Church	External Audit for the year end 31 December 2018 to 31 December 2020.	2020	Job In charge
Health Excellence Pvt. Ltd	Healthcare	External Audit of for the year end 30 June 2019 & 2020	2020	Job In charge
Academic Max Pvt. Ltd	Healthcare	External Audit of for the year end 30 June 2019 & 2020	2020	Job In charge
Peshawar Electric Supply Company (PESCO)	Power Distribution	Statutory Audit for the year end 30 June 2020	2020	Junior
MinRox (Pvt.) Ltd	Manufacturing- Pig Iron	External Audit of for the year end 30 June 2019 & 2020	2020	Junior