

# MUHAMMAD WAQAS

## Accounting & Finance Professional

0320-5960766

LinkedIn/Portfolio

@marwatwaqas532@gmail.com

University Road University Town Peshawar



## SUMMARY

Dedicated and detail-oriented accounting and finance professional with a strong academic background in BS Commerce (Accounting and Finance) from the University of Peshawar. Proficient in financial management, accounting principles, and financial analysis. Skilled in using accounting software, including QuickBooks, and proficient in Excel. Possesses excellent analytical and problem-solving skills, with a strong ability to work in a team environment. Seeking a challenging role in accounting and finance where I can apply my knowledge and skills to contribute to the growth and success of the organization.

## EXPERIENCE

### 2 Months Internship

#### AGPR sub office Peshawar

06/2024 - 08/2024 Cantonment Board Peshawar

Accountant General Pakistan Revenue (AGPR) Sub Office Peshawar is a key government agency responsible for managing and accounting for Pakistan's revenue. With a focus on transparency and accountability, AGPR Peshawar works to ensure the effective management of government finances, including the collection, accounting, and reporting of revenue.

- During my internship at accountant general Pakistan revenue (AGPR) sub-office peshawar, i made significant contributions to the general provident fund, Departmental account's section, and payroll section.

## EDUCATION

### FSc

#### Government degree college serai naurang (BISE Bannu)

2018 - 2019 Location

### BS Commerce (Accounting and Finance).

#### University of Peshawar

2020 - 2024 Location

## SKILLS

QuickBooks desktop

Excel data entry

Bookkeeping

Cost management

Financial data management

## STRENGTHS



### Task Completion Orientation

Proven ability to prioritize tasks, manage time effectively, and work diligently to complete projects and achieve goals.

## LANGUAGES

### English

Advanced



### Urdu

Native



### Pashto

Native

