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## MUHAMMAD SOHAIL

### CONTACT

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### INDUSTRY SECTORS

- Textile sector
  - Sugar Mills
  - Pharmaceutical sector
  - Petroleum sector
  - Builders and developers
  - Non-Profit Organizations
  - Electronic sector
  - Public sector organizations
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### ACCOMPLISHMENT

Certificate on completion of Presentation and Communication Skills PCSC-II and PCSC-I.

Professional Value, Ethics and Attitude (PVEA).

SMP Audit Skills Enhancement Series (ICAP)

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### EDUCATION

**The Institute of Chartered Accountant of Pakistan (ICAP)**

#### Chartered Accountant (2015 and continue)

CFAP (AAFR & Tax passed)

Certificate in Accounting and Finance (CAF), Passed

Assessment of Fundamental Competencies (AFC), Passed

#### Bachelor

Muslim college of commerce & management.

University of Peshawar. Grade A

#### Intermediate

Quaid e Azam College, B.I.S.E Mardan

Pre-Medical, Grade A

#### Matriculation

Hira School, B.I.S.E Mardan

Science, Grade A

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### PROFESSIONAL SUMMARY

An experienced auditing and finance professional with a flexible approach, having more than five years of diverse and enriched experience in tax, audit, accounting and finance. Well versed with accounts preparation, management reporting, variance analysis and tax compliance.

Aiming to pursue a position in an organization that would put forward challenges and recognition with an opportunity to grow as finance professional and employ my abilities in contribution to organization growth.

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### **SAMSONS GROUP OF COMPANIES & PEARL CONTINENTAL HOTEL MALAM JABBA**

(Assistant Manager Internal Audit)

### **MALIK HAROON SHAHID SAFDER & CO. LAHORE**

(External Audit Associate)

I have working experience of five years in Tax, Internal and External Audit.

#### **RESPONSIBILITIES AS INTERNAL AUDITOR**

My major responsibility in this role includes:

- Allocation of work to team and discussing critical areas and audit strategy.
- Carrying out audit execution & review while acting as a team leader.
- Identification of internal control weaknesses and giving recommendations
- Review of compliance with best practices of code of corporate governance.
- Ensuring completeness, correctness and updated working papers
- Preparing detailed reports on audit findings.
- Ratio analysis, horizontal and vertical analysis of financial statements, business and share valuations.
- Fulfilling the on-going requirement to deliver excellent service to company
- Managing and overseeing the operations of the company

#### **RESPONSIBILITIES AS EXTERNAL AUDITOR**

My major responsibility in this role includes:

- Effective planning, Understanding the nature & business environment of client, training, and motivation of team members.
- Evaluating internal controls, identifying control deficiencies, and making appropriate recommendations to the management.
- Assisting clients in preparation of financial statements in accordance with International Financial Reporting Standards (IFRS), corporate laws, listing regulations and other directives of regulatory authorities.
- Completion and drafting the audit report, management letter, reviewing and finalizing the working papers for assignment.
- Analysis of basis used for budgets and forecasts by company.
- Reporting to the Manager, Senior Manager and Engagement Partner depending upon the nature of the assignment.
- Ensuring compliance with the requirements of International Standards on Auditing and Code of Ethics issued by the International Federation of Accountants (IFAC) as adopted by the ICAP for audit engagements.

## PERSONAL INFORMATION

Father Name: Fazal ur Rahman

Nationality: Pakistani

Marital status: Single

Languages: English, Urdu and Pushto

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## REFERENCE

Reference to be furnished on demand.

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## RESPONSIBILITIES AS TAX ASSOCIATES

My major responsibility in this role includes:

- Keeping effective communication with clients and resolving their queries timely.
  - Reviewed and analyzed client data and accurately prepared income tax returns.
  - Delivered comprehensive tax documentation required for accurate individual and corporate returns.
  - Developed in-depth knowledge of client business and industry through direct interaction while working on various aspects of engagement.
  - Completed and filed sales tax returns with provincial and federal tax departments.
  - Filing of quarterly tax withholding statements and other tax compliance including sales tax and income tax.
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## PROFESSIONAL SKILLS

- Understanding of IFRS, ISAs, Corporate and Taxation laws
  - Interpersonal and communication skills, both oral and written
  - Working under pressure and meeting deadlines
  - Ability to work in a team and manage multiple engagements
  - Problem solving attitude.
  - High degree of self-motivation and strong career aspiration
  - Microsoft office
  - High level of discretion for confidential work and information
  - Hands on experience of accounting software Quick book.
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