

# WASEEM UR REHMAN



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Village Kalakhel, Po Toru, Tehsil and District Mardan

CNIC #:

16101-1283798-5

## SUMMARY

A **CAF** qualified students of **CA** having experience of external and internal audit, accounts compilation, and tax filing. I was consistently recognized for my professional behavior, integrity, strong leadership and punctuality by my employers.

## OBJECTIVE

To employ my knowledge and experience with the intention of securing a professional career with opportunity for challenges and career advancement, while gaining knowledge of new skills and expertise.

## EDUCATION

- |            |           |  |
|------------|-----------|--|
| • CAF (CA) | Sep, 2016 | Professional's Academy of Commerce (PAC)       |
| • BA       | Oct, 2018 | Abdul Wali Khan University Mardan              |
| • F.SC     | Aug, 2011 | Army Public School and Degree College Peshawar |
| • Matric   | Jun, 2009 | Army Public School and Degree College Peshawar |

**Note:** Passed three papers of **CFAP** (Strategy and Performance Management, Tax Planning and Practices and Advanced Corporate Laws and Practices).

## PROFESSIONAL EXPERIENCE

**PKF F.R.A.N.T.S. Chartered Accountants**

**Peshawar, Pakistan**

Audit Trainee

Jan, 2017-Mar, 2019

At PKF F.R.A.N.T.S. I was working as audit trainee where I have gained diversified experience of statutory audit and other accounting / auditing related services which includes non-profit organizations and many service organizations. Scope of work is as follows:

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|--|-------------------------------|
| □ Helvetas Swiss Intercooperation (HSI)  | 31 Dec, 2016 and 31 Dec, 2017 |
| □ Khwendo Kor (KK)   | 31 Dec, 2016                  |
| □ U.S. Pakistan Center for Advance Studies in Energy (USPCAS-E) (UET Peshawar) | 30 Jun, 2018                  |
| □ Abaseen Foundation   | 30 Jun, 2017                  |
| □ Centre of Excellence for Rural Development (CERD)                            | 30 Jun, 2017                  |
| □ Pakistan Institute of Prosthetic & Orthotic Sciences (PIPOS)                 | 30 Jun, 2017 and 30 Jun, 2018 |
| □ Frontier Primary Health Care (FPHC)  | 31 Dec, 2017                  |
| □ The Frontier Provincial Co-operative Bank Ltd                                | 30 Jun, 2016 and 30 Jun, 2017 |

Also acted as assistant in corporate department. Scope of work is as follows:

- Registration of Companies with SECP.
- Filing of annual returns of companies with SECP.
- Registration of Partnership Firms with Registrar of Firms.

### **Mushtaq Akbar & Co. Chartered Accountants**

**Peshawar, Pakistan**

Audit Trainee

Mar, 2019- Aug, 2021

At Mushtaq Akbar & Co. I was working as audit trainee where I have gained the experience of working in a very tough and highly competitive environment. There I have gained diversified experience of statutory audit and other accounting / auditing related services including manufacturing, trading, construction and service organizations. Scope of work is as follows:

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|--|-------------------------------|
| □ Shaheed Benazir Bhutto University Sheringal, Dir Upper | 30 Jun, 2009 to 30 Jun, 2018  |
| □ Akbar Grinding Mill (Pvt.) Ltd                         | 30 Jun, 2019                  |
| □ MKB Enterprises (Pvt.) Ltd                             | 30 Jun, 2019                  |
| □ Moeed Industries (Pvt.) Ltd                            | 30 Jun, 2019 and 30 Jun, 2020 |
| □ Wide Band Communication (Pvt.) Ltd                     | 30 Jun, 2019                  |
| □ Yaldram Security Services (Pvt.) Ltd                   | 30 Jun, 2019                  |
| □ Souvenir Tobacco Company Ltd                           | 30 Jun, 2020                  |

At Mushtaq Akbar & Co. I have also assisted tax manager in the following tasks:

- Computation of withholding tax on salary, purchases and rental income.
- Dealing with annual income tax fillings of individuals and corporate clients on IRIS portal.
- Filling of monthly sales tax returns.

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### SKILLS AND PERSONAL ATTRIBUTES

- ▶ **Languages:** English, Urdu and Pushto.
- ▶ **IT Skills:** Microsoft Office (proficient).
- ▶ **IFRS:** Having good grip of International Financial Reporting Standards.
- ▶ **Team Work:** Proactive contributor to teams, demonstrating a collaborative approach.
- ▶ **Relationship Building & Communication:** Developed strong communication skills and ability to build solid relationships as part of a variety of client facing projects.

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### INTERESTS

- ▶ **Sports:** Cricket.
- ▶ **Hobbies:** Reading books, maintaining bodyfitness.

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REFERENCES AVAILABLE UPON REQUEST