

MUHAMMAD YASIR ALAM

Mardan, Pakistan

+923164804885

Yk36627@gmail.com

<b>OBJECTIVE</b>	To work in a dynamic and challenging environment to enhance and develop my skills and professional competence.
<b>SKILLS &amp; ABILITIES</b>	IFRS & IAS Auditing in the context of ISAs Corporate Finance Income Tax & Sales Tax. IT Skills: MS Excel, MS Word, QuickBooks.
<b>EXPERIENCE</b>	<b>CA-ARTICLES, HLB IJAZ TABASSUM &amp; CO CHARTERED ACCOUNTANTS</b> [2 Years - Feb 2020 to December 2021] I worked as a Job In-charge in Audit of a variety of Business sectors encompassing Manufacturing, Construction, Trading, Government organizations, Education, and Non Profit Organizations. I have been actively involved in handling the Taxation affairs of the clients, including Preparation & Filing of Statutory Returns (Income Tax & Sales Tax), Wealth Statements, Appeals and Managing of Corporate & Legal affairs of the Company with Securities & Exchange Commission of Pakistan (SECP) & other regulatory bodies. I was actively involved in clients kick off meetings and took a further step ahead in inducing client's acceptance for engagements. Here my expertise ranged from manufacturing, trading, construction services provider & pharmaceutical companies.  <b>CA-ARTICLES, TARIQ AYUB ANWAR &amp; CO CHARTERED ACCOUNTANTS, PESHAWAR</b> [10 Months – December 2021 to till date] I Worked as a Senior Audit & Tax Associate with a reputed firm and conducted Audits and engaged in Book-keepings of Manufacturing, Trading and Construction Companies.
<b>PROFESSIONAL QUALIFICATION</b>	<b>CA-FINALIST</b> I have qualified CA-Inter with Institute of Chartered Accountants of Pakistan (2017- 2019).
<b>ACADEMIC QUALIFICATION</b>	<b>[H.S.S.C. PRE-ENGINEERING, BISE PESHAWAR</b> I qualified my Higher Secondary School Certificate from ICMS College Peshawar in 2015.

	<p><b>[S.S.C. BISE MARDAN</b></p> <p>I qualified my Secondary School Certificate from Bise Mardan in 2013</p>
<b>COMMUNICATION</b>	<p>My experience so far involves interaction with clients and internal engagement teams which has helped me improve my communication skills. I have developed an ability to build relationship that could help me fulfill my organizational and professional goals.</p>
<b>LEADERSHIP</b>	<p>I have worked as a team leader on various engagements. I motivated and guided the team to complete the tasks effectively while being faced with time and budget constraints. I have learned to lead by example.</p>
<b>LANGUAGES</b>	<ul style="list-style-type: none"> <li>• English</li> <li>• Urdu</li> <li>• Pashto</li> </ul>
<p><b>SECTOR-WISE ALLOCATION OF EXPERIENCE</b></p> <p><b><u>AUDITS AND ASSIGNMENTS CONDUCTED</u></b></p> <p><b><u>TAXATION</u></b></p>	<p><b><u>MANUFACTURING INDUSTRY</u></b></p> <ul style="list-style-type: none"> <li>• M/S Bilour Industries (Private) Limited (Job In-charge 2021-2022)</li> <li>• M/S Elahi Match (Private) Limited (Job In-charge 2021-2022)</li> <li>• M/S Farsh-E-Afghan Carpets Factory (Private) Limited (Job In-charge 2021)</li> <li>• M/S Wadud Woollen Mills Limited (Job In-charge 2021-2022)</li> <li>• M/S Wadud Foods (Private) Limited (Job In-charge 2022)</li> <li>• M/S Ilyas Bilour Flour Mills (Private) Limited (Job In-charge 2021)</li> </ul> <p><b><u>CONSTRUCTION SECTOR</u></b></p> <ul style="list-style-type: none"> <li>• M/S Karcon (Private) Limited (Job In-charge 2021)</li> <li>• Faisal Company (Private) Limited (Job In-charge 2021)</li> </ul> <p><b><u>EDUCATION SECTOR</u></b></p> <ul style="list-style-type: none"> <li>• Peshawar Model School &amp; Colleges (Job In-charge 2022)</li> <li>• Bloomfield Hall Associates (Job In-charge 2022)</li> </ul> <p><b><u>SOCIAL / NGO'S SECTOR</u></b></p> <ul style="list-style-type: none"> <li>• Anti T.B. Association, Baghdada, Mardan. (Job In-charge 2021-2022)</li> <li>• Preparation &amp; filing of income tax returns ( companies, individuals, AOPS)</li> <li>• Preparation &amp; filing of wealth statements.(2019-2022)</li> <li>• Preparation &amp; filing of Sales Tax Returns.(2019-2022)</li> <li>• Contesting taxation cases in regional tax office, Peshawar.(2022)</li> </ul>

<p><b><u>BOOK-KEEPING</u></b></p>	<ul style="list-style-type: none"> <li>• Preparation &amp; filing of appeal with commissioner appeals &amp; tribunal.(2021)</li> <li>• Preparation &amp; filing of monthly statements.(2020-2022)</li> <li>• Tax consultancy and advisory.</li> </ul> <ul style="list-style-type: none"> <li>• M/S Akbar Roller Flour &amp; General Mills</li> <li>• M/S Batgram Flour Mills (Private) Limited.</li> <li>• Faisal Company (Private) Limited.</li> <li>• Bloomfield Hall Associates, Peshawar.</li> <li>• Khan Match (Private) Limited.</li> <li>• Rock Pharmaceuticals Laboratories (Private) Limited.</li> <li>• M/s Honda North Peshawar</li> </ul>
<p><b>REFERENCES</b></p>	<p>[References would be furnished upon request.]</p>