

# Qamber Hussain

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## ABOUT

Experienced accountant with a demonstrated history of working in the multinational companies more than seven years in GCC experience. Skilled in ERP, Microsoft Office and communication. Strong accounting professional with an Associate's certificate focused in Accounting and Finance from ACCA as advanced diploma in accounting & finance.

## Key Strengths

- Well-developed communication and interpersonal skills.
- Quick learner and ability to understand matters in relatively shorter time frame.
- Ability to cope with difficult circumstances without losing determination.
- Focused, reliable, honest and hardworking.
- Comprehensive knowledge of accounting cycle.
- Good management skills and self-starter.
- Ability to develop better relationships in a multicultural environment.

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## PROFESSIONAL EXPERIENCE

### 1. Accountant at Honik Modern Projects LLC - Oman. (Nov 2021-Aug 2022)

- Preparation of financial statement in accordance with the IFRS/IASs.
- Computing and Submitting Quarterly VAT filing to SGT portal.
- Petty cash management, Auditing the vouchers and posting entries.
- Bank reconciliation statement preparation.
- Liaison with external auditor regarding financial affairs.
- Vouchers auditing and posting in ERP for all reimbursement, accounts receivable, trading and not-trading accounts payable and procurement.
- Coordinating with Suppliers, customers & other ministries services, etc.
- Assist with Payroll Administration.
- Resolves collections by examining customer payment plans, payment history, credit line, coordinating contact with collections department.
- Cooperation with other functions on general accounting issues.

### 2. Accountant at China Petroleum Pipeline engineering Co Oman. (April 2019-Oct 2021)

CPP is eligible for the contracts of chemical engineering, petroleum engineering, and petrochemical engineering, specialized in EPC projects such as oil and gas pipelines, oil and gas storages, gas treatment facilities, production facilities for oil and gas fields, refineries etc.

#### Major responsibilities:

- Reparation of financial statements (financial position and Profit & Loss) under IFRS / IASs.
- Checking of invoices and posting in tally system.
- Month end Exchange rate adjustments for foreign currency liabilities and assets;

- Preparation of weekly cash flow forecast every two weeks;
- Check on tax reports and returns including WHT, VAT and Final income tax file return.
- Liaison with external auditor and Secretarial general taxation Gov sultanate of Oman for financial affairs.
- Monthly Bank reconciliation and posting entries;
- Reviewing and updated financial entries to the co international IMS platform.
- Petty cash/Imprest management and tracking of users.
- Coordination with lawyer and tax authority regarding liquidation of the company. ○ Keeping track on EL & WC insurances of employees and equipment.

### **3. Accounts Coordinator at Applus Velosi LLC Oman. (Aug 2013-Sep 2018)**

The VELOSI Group, founded in 1982, provides Asset Integrity, Health, Safety and Environment (HSE), Quality Assurance, Quality Control and Engineering services to a number of leading national and multinational oil and gas companies, including BP, Shell, ExxonMobil, ADNOC, PETRONAS, Petrobras, ONGC, and Chevron. The Velosi Group operates globally through five regional headquarters in the USA, the UK, Malaysia, South Africa, and the UAE and has 63 offices in 36 countries worldwide.

#### **Major responsibilities:**

- Accomplishes accounting and organization mission by completing related results as needed. To manage day to day operations of the department.
- Preparing quotation and liaising with domestic/international customers and Following up of purchase orders.
- Generating & Verification of Monthly Invoices prior submission to the clients, controlling credit and chasing debt (Meet in personal/phone calls/Emails).
- Recording of revenues and update documents for credit customers to chase payments on due dates.
- To maintain and reconcile receivables and get update from customers as per credit rating/aging list.
- Responsible for the enclosure of all supporting Documents with invoices and liaise with Clients officials for payment approvals.
- To keep records of the departments and maintain confidentiality.
- Preparation and submission of Monthly KPI.
- Responsible for purchase requisition creation/Closure for Client services in SAP on receipt of approved Call off requests from the Client.

## **EDUCATION**

### **Professional Qualifications**

- Association of Chartered Certified Accountant (ACCA–UK)- Finalist  
Three papers to qualify

### **Academic Qualifications**

<b>Particulars</b>	<b>Institution</b>
MA (Economics)	University of Baluchistan
Bachelors of Commerce (B.Com)	University of Baluchistan
Intermediate	Board of Intermediate – Quetta
Matriculation	Board of Secondary Education - Baluchistan

### Other certificates

Courses	Use
SAP	Petroleum development of Oman
Tally accounting software	Suqlain & co. (Audit firm)/Applus Velosi/CPP
MS office	Suqlain & co. (Audit firm)/Applus Velosi/CPP
Computer hardware and networking	Infosol Karachi 2012

### Professional independent Courses Attended

- International Financial Reporting Standards (IFRS)
- Courses on Global Ethics and Independence
- Attended various seminars/ workshops conducted by various educational institutions on Internal control, Insurance, Budgets and Taxation.

### Computer Skills

- User level knowledge of the financial modules of **Oracle financials and SAP**.
- Extensive use of **Microsoft Office** as tool for the generation of reports using database, spreadsheets, budgets, general correspondence and presentations.
- Good understanding of accounting software like QuickBooks online, **Tally software ERP 9/Prime gold**.

## OTHER INFORMATION

### Personal Details

Father's name	Ghulam Hussain
Date of birth:	July 10, 1987
Nationality:	Pakistani
Omani DL/Resident No:	96345451
Current Location	Bahrain
Passport No:	SQ6890101
Marital status:	Married
Languages:	English, Arabic, Balushi, & Urdu/Hindi
Visa Status:	Family Visit Visa

### References

**Will be provided upon Request.**