CAREER HISTORY

HAMID MALIK

Finance Manager | British National | Available Immediately

*+966 56 330 330 6 +966 580 131 548 /* ***WhatsApp*** *+966 571 532 372*  hamid526@hotmail.com Saudi Arabia

PROFESSIONAL PROFILE

PROFESSIONAL PROFILE

I am a results-focused and analytical Senior Finance and Accounting professional, with industry experience across multiple sectors. Highly detail oriented, I have key strengths reporting and analysis, continuous improvement, process standardisation and account management, leading cross-functional teams to increase efficiency, client satisfaction and reducing risk. I am a confident communicator, efficient at working within fast changing environments and identifying valuable commercial opportunities, whilst managing high level and varied workloads. During my career, I have developed a wide range of accountancy and management experience, gaining valuable insight into a variety of different business perspectives, and I am now keen to find a role, where I can utilize my varied skill set to add value and achieve success for the organisation.

KEY COMPETENCIES

* *Management Accounts*
* *Taxation and auditing*
* *Project coordination and administration*
* *Financial Analysis*
* *Advanced MS Office (Excel and Word)*
* *Forecasting and budgeting*
* *Accounts receivable*



* *Sage ERP accounts 50 and Financial Controller*
* *SAP, Microsoft Navision*
* *Focus, Quick Books, Smart Stream*
* *Sage payroll*
* *VAT expert - dealing with group VAT returns*
* *Training and development*
* *Lecturer for ACCA and AAT students*

**During my career history working as Finance Manager, I have performed the following tasks for several Companies:**

* Overseeing end-to-end finance operations, financial planning and analysis, balance sheet reconciliations
* Supervising the whole accounting department, AR, AP and GL accountants.
* Preparing Monthly Management Accounts
* Leading the analysis of monthly and quarterly numbers and presenting findings to the board
* Preparing the information/documents and statutory Financial Statements for auditors
* Preparing consolidating Group VAT return for 12 companies and dealing with VAT queries
* Leading the team responsible for payroll, VAT and dealing with HMRC
* Budget comparison with actual results
* Working with subsidiary project managers and to prepare budgets, forecasts and other financial plans
* Driving continuous improvement by identifying inefficiencies and implementing new procedures and controls
* Driving success by ensuring the timely provision of Group financial and statistical reports for management
* Ensuring individual budgets are managed for the most effective and efficient use of financial resources
* Dealing with working capital management and production of cash flow forecasts
* Analysing costs, pricing, variable contributions, sales results and the company’s actual performance in line with the company’s wider strategic objectives
* Ensuring compliance with government and company financial requirements by studying existing and new legislation
* Reviewing the Financial Statements and expanding the risk areas
* Preparing cashflow based on approved budget
* Preparing the costing report and compared them with approved cost
* Maintaining external relationships with appropriate contacts (auditors, solicitors, bankers and statutory organisations)
* Implementation of Microsoft Navision and Sage ERP accounting software

**DYNAMIC OIL TOOLS MANAUFACTURING COMPANY, (OIL AND GAS PROJECT) SAUDI ARABIA**

*Finance Manager*

December 2019 - September 2022

**SAUDI INDUSTRIAL DEVELOPMENT FUND, RIYADH**

*Financial Analyst and auditor*

May 2009 - August 2019

**FALCK RENEWABLES WIND LIMITED, (WIND POWER COMPANY) LONDON (PART TIME - THREE DAYS/WEEK)**

*Financial Manager*

May 2004 - May 2009

**WANIS INTERNATIONAL FOOD LIMITED, LONDON (FOOD)**

*Finance Manager*

January 2001 - April 2004

**RSM AUDITORS - AVAIS HYDER LIAQUAT NAUMAN, PAKISTAN**,

***Audit Senior***

(Completed four years audit training period)

* Creating the audit plan, extent and duration of work for major audit assignments including Financing Corporation, Pharmaceutical, Cement, Real estate, Paper, Share transfer, Advertisement, Construction and Housing Association
* Leading audits, implementing agreed plan, through to completion, co-ordinating on-site resources, allocating people to tasks and timescales for completion
* Ensuring audit quality, adhering with company practice, use of pro-forma documents and auditing standards
* Maintaining confidentiality as a Data Processor in accordance with GDPR and ensuring compliance by Audit Juniors
* Identifying potential problems/areas of risk and proactively propose solutions, addressing them as appropriate
* Training, supervising and reviewing Audit Juniors
* Taking responsibility for on-site audit findings, reporting, identifying and documenting any areas of concern/risks identified by audit team, emphasising relevant messages, and submitting it for review before deadline date
* Collating Annual Financial Statements for review

EDUCATION

**INSTITUTE OF CHARTERED ACCOUNTANTS OF PAKISTAN,** *Chartered Accountant*

**HAILEY COLLEGE OF COMMERCE,** *Bachelor of Commerce in Accounting, Finance and Auditing*