

## **Muhammad Yasir Amin – Accounts, Finance and Audit Experienced**

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**Availability:** Immediate ( 30 days' notice period )

### Objective

To play my role as an active team leader in challenging and learning environment where my knowledge and experience can add value to the organization by improving existing work methodologies and devising better ways of performing the assigned tasks and gradually moving up the ladder of corporate structure.

### Achievements

I am well versed Finance Professional with extensive experience of working at Manager Level in large organizations, having practical understanding of IFRSs, GAAP and ISAs. I have excellent experience in preparation of Books of Accounts, Budgeting, and variance analysis; Cost controlling, Accounts reconciliations, preparation of MIS reports, dealing with banks, designing of internal controls and coordination with external and internal auditors.

### Professional And Academic Qualifications

<b>Chartered Accountant (Intermediate)</b>	The Institute of Chartered Accountants of Pakistan.
<b>Chartered Accountant (Foundation)</b>	The Institute of Chartered Accountants of Pakistan.
<b>Bachelors of Commerce</b>	University of the Punjab, Lahore, Pakistan.
<b>Intermediate</b>	BISE, Lahore, Pakistan.
<b>Matric</b>	BISE, Gujranwala, Pakistan.

### Professional Experience

#### **Al Amer Restaurants Co. – (KSA) Chief Accountant (August 15, 2019 to Date )**

I am reporting directly to **Chief Financial Officer (CFO)**. My key responsibilities include the followings:

- Finalization periodic financial statements i.e. balance sheet, income statement, statement of changes in equity and statement of cash flows.
- Team Leader in implementing Hal ERP.
- Dealing with SNB, Bank Al Riyadh, Al Rajhi Bank (Loan Facility 45 M).
- Filling Monthly and Quarterly VAT Statement
- Budgeting, variance analysis and cost controlling.
- Monthly reconciliations of debtors, creditors, banks and aging analysis.
- Monitoring and controlling of cash collected and disbursed on daily basis.
- Daily bank position and reconciliation with previous day's balance.
- Supervising the accounts personnel team, provide guidance and directions to assure accuracy in the financial record.
- Supervising operations of the company and distribution offices and maintaining excellent working relationship with external parties.
- External audit documentation preparation for Unqualified Audit Report.

#### **Taj Food Trading Company Limited – Dammam (KSA) Manager Accounts (January, 2015 to August , 2019)**

I am reporting directly to **Chief Financial Officer (CFO)**. My key responsibilities include the followings:

- Handling books of accounts of the company, preparation of costing sheets, monthly profit and loss account, balance sheet and cash flow statement.

- Budgeting, variance analysis and cost controlling.
- Monthly reconciliations of debtors, creditors, banks and aging analysis.
- Supervising distribution offices and maintaining excellent working relationship with external parties.
- Communication and coordination with banks, regulatory authorities and external auditors.

**R & A Plastics Private Limited – Lahore, Pakistan Manager Finance and Accounts (Nov 15, 2013 to December 31, 2014.**

**Arshad Raheem & Co. (Chartered Accountants) C.A. Article– Pakistan ( November 06, 2009 to November 07, 2013)**

Arshad Raheem & Co is a well reputed QCR rated firm in Pakistan, having a large range of tax, external audit and consultancy clients in Trading, Textile, Pharmaceutical, and manufacturing sector. Here, I was reporting to the Senior Partner and my work experience included the following:

- Conducting meetings with the audit clients at all levels including staff and director level.
- Planning, organizing, controlling, and reviewing the entire job, ensuring compliance of financial statements with International Financial Reporting Standards (IFRS) and other applicable local laws and regulations.
- Development of audit programs, supervising the field work and responsible for completion of statutory audit.
- Preparation of Parent Company and Group Financial Statements.
- Evaluation of internal controls and made recommendations on improvement of controls.
- Preparation of management letters highlighting weaknesses in internal controls environment.
- Review of work performed by seniors, semi seniors and audit assistants.
- Reporting to assurance engagement partner and director.

**Some of my key audit, advisory and tax clients in CA Firm included:**

<b>WAK GAS limited -</b>	<b>Oil &amp; Gas sector</b>
<b>Asim Textile Mills Limited -</b>	<b>Textile Sector</b>
<b>Ashraf Sugar Mills Limited -</b>	<b>Sugar Industry</b>
<b>Siza International (Pvt.) Limited -</b>	<b>Pharmaceutical</b>
<b>Hashir Textile Mills Limited -</b>	<b>Textile Sector</b>
<b>Shafi Spinning Mills Limited -</b>	<b>Textile Sector</b>
<b>Sarena Industries &amp; Embroidery Mills (Pvt.) Limited -</b>	<b>Textile, Embroidery</b>
<b>Abacus Consulting Technology (Pvt.) Limited</b>	<b>Software House</b>

#### Computer Skills

- Dafater ERP, Oracle ERP.
- Tally ERP 9, HAL ERP
- Quick Books, Grenix ERP, CMC.
- Peachtree Quantum 2010, Sadat Haider Financial.
- CCPT -Course of Computer Practical Training ( ICAP )
- Presentation and Skill Training Course – PSTC ( ICAP )

#### Reference

Will be served on demand.