



# CMA SHAHEER PK

## COST & MANAGEMENT ACCOUNTANT

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📍 Sharjah, UAE

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### SUMMARY

Highly skilled Cost Accountant with over 5 years of experience in cost and management accounting, financial accounting, and project accounting within manufacturing, trading, and petrochemical industries. Expertise in cost analysis, financial reporting, accounts payable management, and implementing efficient cost accounting systems. Adept at preparing budgets, conducting variance analysis, and ensuring compliance with IFRS, VAT, and corporate tax regulations. Proficient in ERP systems, including MS Dynamics 365, and experienced in supporting audits and optimizing financial operations.

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### STRENGTHS AND EXPERTISE

Project Cost Accounting & Budgeting  
General Ledger & Financial Reporting  
Accounts Payable & Vendor Reconciliation

Project Expense Tracking & Cost Optimization  
External Audit & Financial Compliance  
VAT Filing & Corporate Tax Compliance

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### PROFESSIONAL EXPERIENCE

**Aria Bio Industries FZE – Sharjah, UAE**  
**Cost and Management Accountant**

**October 2022 - Present**

- Managed project budgets for refinery, bitumen, and oil terminal projects, ensuring accurate cost tracking, allocation, and financial reporting.
- Prepared financial reports and variance analysis for management, highlighting key financial metrics and project cost deviations.
- Reviewed invoices, verified project expenses, and ensured compliance with financial regulations and contract terms.
- Collaborated with project managers to develop and monitor budgets, providing cost-saving recommendations.
- Performed financial reconciliations and audits, ensuring accuracy and compliance with IFRS and UAE tax regulations.
- Ensured timely billing and invoicing, tracking payments and coordinating with stakeholders for project-related collections.
- Supervised AP functions, reconciling vendor accounts and managing payments related to project procurement.
- Coordinated external audit activities, providing required documentation and justifications for project cost accounting.
- Managed VAT compliance and corporate tax responsibilities, ensuring timely filing and adherence to UAE tax law.
- Prepared budgeted cash flow statements for project-related payments, ensuring optimal fund allocation, forecasting liquidity needs, and supporting strategic financial planning.

**Asia Petrochemical LLC – Dubai, UAE**  
**Cost and Management Accountant**

**March 2020 - October 2022**

- Implemented product and job costing systems for enhanced profitability analysis.
- Conducted financial analysis to determine cost drivers and optimize production expenses.

- Managed treasury functions, including cash flow forecasting, fund allocation, and banking operations.
- Reconciled vendor accounts, processed payments, and managed accounts payable functions.
- Supported VAT return preparation, external audits, and financial statement preparation.
- Assisted in international trading activities, including preparation of LC documents, maintaining LC logs, and managing bank facility details.

**IAM Business School - Kerala, India**  
**Financial Controller**

**Jan 2019 – Dec 2019**

- Led financial operations, including budgeting, forecasting, and financial reporting, for multiple branches.
- Prepared and presented detailed monthly and yearly financial statements.
- Enhanced financial controls and processes for improved expense management.

**Ummer Kadan & Co.- Kerala, India**  
**Audit Assistant**

**Dec 2017 – Dec 2018**

- Assisted in audits of client accounts, ensuring compliance with statutory requirements.
- Supported VAT filing and prepared reconciliation statements.
- Verified financial records and ensured compliance with accounting standards.

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## **EDUCATION**

- **CMA** (Cost & Management Accountant) – Institute of Cost Accountants of India
- **IFRS Certification** – ACCA
- **Bachelor of Commerce (B.Com)** – Kannur University - 2013

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## **TECHNICAL PROFICIENCY**

- ERP Systems: MS Dynamics 365, Tally ERP 9
- Advanced MS Excel and Financial Modeling
- Data Analysis and Reporting Tools

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## **LANGUAGES**

- English(Fluent)
  - Hindi(Fluent)
  - Malayalam(Native)
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