**  ***Salman Khan***

**Address**: Village Shalbandi, Post office Daggar, Tehsil Gagra, District Buner.

***Cell no****: 0341 9551841*

***Email:*** *salmanzak@accamail.com*

**OBJECTIVE:**

To work in an organization that encourages my professional growth by providing me with the opportunities and challenges to develop my technical and managerial skills. I am confident by my commitment and loyalty to drive an organization in diverse situations to meet its objectives and goals in short and long runs respectively, providing enough support to cross communication barriers. I am not only striving for my own but organization’s success as well, for this I enjoy work in teams and perform individual tasks efficiently and effectively.

**ACADEMICS:**

|  |  |  |
| --- | --- | --- |
| **CERTIFICATE/DEGREE** | **BOARD/UNIVERSITY** | **STATUS** |
| ACCA | ACCA(Association of Chartered Certified Accountants UK) | Finalist |
| Advanced Diploma in Accounting and Business | ACCA | Completed |
| B.Sc (Hons) in Applied Accounting | Oxford Brooks University (UK) | Course work completed |
| F.Sc | B.I.S.E Swat | 904/1100 (A1) |
| Matric | B.I.S.E Swat | 754/900 (A1) |

**PROFESSIONAL EXPERIENCE:**

1. **AGE Industries (Pvt) Ltd**

Cable Manufacturing Industries

Assistant to Finance Manager

(February 01, 2014-July 31, 2014)

1. **Leonard Cheshire Disability Development Program (LCDDP-KM Project-WL)**

Finance Associate

(August 07, 2014-August 31, 2015)

1. **ICMS-Education System (School/College/University)**

Accounts and Finance Officer

(September 01, 2015 to till date)

**COMPUTER SKILLS:**

* Oracle Fusion Accounting Software
* MS Excel
* MS Word
* MS Power Point
* Six months Computer training course certification from Peshawar Technical Board.

**PROFESSIONAL & INTERPERSONAL EXPERTISE**

* Application of International Financial Reporting Standards **(IFRSs)** and International
* Accounting Standards **(IASs)**
* Application of International Standards on Auditing **(ISAs)**.
* Complete set of Financial Statements.
* Organizational and planning skills
* Proven leadership skills and ability to motivate
* Strong written and verbal communication skills
* Ability to work independently or as part of a team
* Strong analytical and computational skill.

**LANGUAGES:**

* English-Excellent
* Pashto-Excellent
* Urdu-Excellent

**PERSONAL DETAIL:**

Father’s name: Syed Chand Muhammad Khan

Gender: Male

Marital status: Single

Date of birth: 27 January 1991

Nationality: Pakistani

NIC# 1501-6668760-3

Religion: Islam

**SKILLS:**

* Action Management
* Presentation
* Communication
* Team Leadership
* Cognitive Capacity
* Initiative
* Behavioral Flexibility
* *Client Orientation*

\***Reference will be provided on request.**