



ZAIN ASHFAQ

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OBJECTIVE

To be the best along with best identity and to built myself as a professional who takes on challenges to represent any prestigious organization in a executive role of finance to proof my potential in a professional and prestigious environment

OTHER KEY SKILLS

- Interpersonal Skills: Excellent presentation and reporting skills, a good communication skill, Leadership qualities, and Time management
- Computer Skills: Proficient in Oracle based Environment ,Microsoft Windows, Word, Excel, PowerPoint, and Internet
- Good learning capacity to get along anything

LANGUAGES KNOWN

English, Urdu (Excellent proficiency in comprehension, writing and speaking

PERSONAL INFORMATION

Name: Zain UIAbdeen
Father's Name: Ashfaq Abdul Sattar
Marital Status: Single
Nationality: Pakistani
DOB: 03rd October 1988
CNIN: 42301-6453555-5

CONTACT

🏠 House 101, Karim Palace, Stadium Road, Chandni Chowk, Bahadurabad, Karachi

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EXPERIENCE

Nasir JavaidMaqsood Imran Ashfaq – Karachi

FEB '10

Chartered Accountants (Annexure A)

FEB '12

- Worked as an Audit Senior and had been assigned to jobs
- Referred in Annexure

BSL Private Limited – Karachi

FEB'12

Transport / Logistics

PRESENT

working in a Finance Role assigned for the following job roles:

- Assistance in preparation of Annual Financial Statements and Reports
- Preparation of Forecasts/Budgets and Variance Reports
- Implementing and Maintaining Effective Internal Financial Controls and Procedures
- Account/Bank Reconciliations
- Interact with External Auditors in Completion of Audits.
- Assisting Manger Finance in maintaining sound Working Capital Cycle
- Part of team for lease financing Arrangements and survey being done for the purchase of vehicles for our Group
- Periodic checks to establish accuracy and efficiency in operations
- Preparation of half Yearly and Annual Management Accounts
- Preparation of projected financial Statements and Budgetary Analysis for Management Decision making
- Oracle Data Management and Entry
- Taxation

PROFESSIONAL QUALIFCATION

USA

Feb 2015

Chartered Financial Anlayst (CFA Level 1 Candidate)

PRESENT

Persuing Chartered Financial Analyst - Appeared for Level I

2010

Association of Chartered Certified Accountants (ACCA)

2012

Passed all 14 papers; Specialization in Financial Management And Audit and Assurance

2008

Certified Accountant Technician (CAT)

2010

Passed Certified Accountant Technician
High Achievers Awards

ACADEMIC QUALIFICATIONS

Higher Education Commission – Pakistan

Masters in Commerce (M.COM)

University Of Karachi

2009

Bachelors in Commerce (B.COM)

2012

Secured 2nd Division

Government National College Karachi

2004

H.S.C

2006

Secured Grade B

Mama Baby Care School

2001

S.S.C

2003

Secured Grade A

Audit Manager**Nasir Javaid Maqsood Imran- Chartered Accountants**

Client details' and exposure

✓ External Audit

Client	Key Responsibilities
Allied Engineering & Services Limited Sindh Land Management & Development Company Limited Attock Cement Pakistan Limited Ranipur Sugar Mills (Private) Limited BSL (Private) Limited Allied Precision Engineering (Private) Limited Gazipura Securities (Private) Limited Best Way Exchange Company-B (Private) Limited Seven Star Securities (Private) Limited Eleven Star Securities (Private) Limited MRA Securities (Private) Limited Ghafoor Associates (Private) Limited Davis Langdon & Seah Pakistan (Private) Limited Ghani Osman Securities (Private) Limited M H Securities (Private) Limited	<p>Planning the engagement, this includes:</p> <ul style="list-style-type: none"> - Conducting research in order to have an in-depth understanding of a client's industry and business; - Meeting/ interviewing the client to complete sections of assigned audit work; and - In cooperation with Management, set the audit approach to the engagement, which makes effective use of team members' skills and is within budget for assigned component(s). <p>Managing the engagement, this includes:</p> <ul style="list-style-type: none"> - Ensuring that all work is completed and documented in accordance with our prescribed standards; - Developing the knowledge of junior team members through on the job coaching and sharing best practices on the completion of their sections; - Managing interpersonal relations and building the morale of the team; - Reviewing the work of junior staff; - Demonstrating strong technical knowledge and having the ability to research issues, present alternatives and conclusions to client/Manager; and - Continuously communicating with the Manager and/or Partner with respect to engagement progress – risks, issues, variances from plan in terms of time, budget, etc.

N U A Securities (Private) Limited Ghafoor Associates (Private) Limited Ashfaq Ashraf Securities (Private) Limited	<p>Completing the engagement, this includes:</p> <ul style="list-style-type: none"> - Taking full ownership of Aura and external file completion; - Analyzing engagement economics of self and field staff and explaining variances from plan; - Preparing and delivering meaningful individual performance evaluations on a timely basis to associates; - Developing strong relationships with your clients to facilitate the completion of client work; and - Identifying potential opportunities to provide additional services to your clients.

✓ **Cost Audit**

Client	Exposure
<ul style="list-style-type: none"> • Attock Cement Pakistan Limited • Al-Abbas Cement Industries Limited 	<p>Managing the engagement, this includes:</p> <ul style="list-style-type: none"> - Ensuring that all work is completed and documented in accordance with our prescribed standards; - Developing the knowledge of junior team members through on the job coaching and sharing best practices on the completion of their sections; - Managing interpersonal relations and building the morale of the team; - Reviewing the work of junior staff; - Demonstrating strong technical knowledge and having the ability to research issues, present alternatives and conclusions to client/Manager; and - Continuously communicating with the Manager and/ or Partner with respect to engagement progress – risks, issues, variances from plan in terms of time, budget, etc.

✓ **Internal Audit**

Client	Exposure
<ul style="list-style-type: none">• Essa Textile Industries• Astor International	Performed walkthroughs & detailed analysis of account heads Checked Compliance Drafting and discussion of reports

Other areas on which experience learned during the training include:

- **Income estimation assignments**
- **Stock and cash count assignments**
- **Net capital review**
- **Fixed Assets Management assignments**
- **System Audits of Brokerage Houses**

(For all the above mentioned facts, Experience letter, References shall be furnished upon request)