



# Joseph Ligin

Accounts & Finance Professional

Highly motivated, detail-oriented professional with demonstrated expertise in managing budgets and cash flows, conducting audits, analyzing financial reports, implementing business procedures, and reporting to the leadership accordingly. Adept at analyzing financial statements against forecasts and preparing high-level variance analysis. Expert in preparing monthly reconciliation of bank accounts and taking proactive/corrective actions on the deviations. Known for checking and verifying documents on back reconciliation and ensuring proper documentation for internal and external auditors' review. Highly skilled in developing financial reports and capable of analyzing complex financial data to identify trends and make recommendations, leading to significant cost savings and revenue growth.

Proficient with performing accounting closing with manual journal entries and reconciliations in compliance with financial accounting policies and procedures. Ensuring all nominated general ledgers are reconciled and reported within reporting guidelines during the month end. Professional skills in achieving compliance with internal & external control procedures by examining records, reports, operating practices, regulations, and documentation. Successful ACCA Finalist looking to leverage in-depth financial and auditing internship experience and expertise in multinational firms toward career development while fulfilling organizational goals.



## CAREER HISTORY

### CONTACT ME



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Dubai, UAE

### LINKEDIN

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### CORE COMPETENCIES

- Budgeting & Forecasting
- CRM Implementation
- Accounts Receivable
- Financial Accounting
- Invoice Reconciliations
- Variance & Gap Analysis
- Documentation
- Continuous Process Improvements
- Journal Entries
- Transaction Monitoring
- Reports Analysis
- Financial Performance Analysis
- Bank Reconciliations
- Financial Statement Analysis
- MIS Reports
- Month-end Closing Processes
- Risk Assessment & Mitigation
- Corporate Finance
- Company Valuation
- Auditing
- Customer Service
- Project Management

#### Wolfi's - Dubai, UAE

##### Finance Executive

May 2022 - Present

Finance Support | Documentation | Balance Collection | Staff Training | Process Improvement | Financial Control | Budgeting & Forecasting

Responsible for researching and identifying discrepancies, making system corrections, providing documentation to clients, and collecting unpaid balances. Involved in amending, automating, and implementing workflow charts and training staff members on various new processes. Providing assistance with the development and integration of finance processes and controls. Assisting in the yearly budget exercise and providing variance analysis as required. Coordinating key financial processes including plan, forecasts, month-end, and year-end. Producing and publishing financial reports on a weekly, monthly, and ad-hoc basis for the business to monitor performance.

- Ensuring 100% accuracy during reconciliation of processed invoices by verifying entries and comparing system reports with balances prior to making payments.
- Thoroughly reviewing AR aging to ensure compliance.
- Executing and reporting variance and gap analysis to report key movements and trends in P&L lines.

#### Deloitte - Dubai, UAE

##### Audit Intern

Jan 2022 - Mar 2022

- Tested controls of clients through journal entry testing.
- Involved in vouching and substantive tests of details of account balances and classes of transactions.
- Utilized EMS software to analyze and evaluate classes of transactions for medium and large clients in the Construction and Retail sectors.

SCHOLASTICS

Association of Chartered  
Certified Accountants (ACCA) -  
PWC Academy - Dubai, UAE -  
Pursuing

Master of Science (Finance, Risk  
Management) - University of Bath -  
UK

Bachelor of Arts (Accounting &  
Finance) - Middlesex University -  
UK

IT SKILLS

Microsoft Office (Word, Excel,  
PowerPoint, Outlook) | Sage |  
PowerBI

PERSONAL INFO

Date of Birth: 03.Jun.1997

Marital Status: Single

Nationality: Indian

LINGUISTICS

English

Malayalam

- Identified and communicated accounting and auditing matters to seniors and managers.
- Documented audit procedures and cross-reference work papers.
- Performed analytical procedures/analysis to detect unusual financial statement relationships.
- Discussed audit findings, risks, opportunities, and recommendations with business and technical staff.

Athena Education (IOM) PLC - Dubai, UAE

Business Development Intern Jun 2021 - Oct 2021

- Recommended possible future changes by evaluating the new CRM system.
- Planned, monitored, and reported economic development activities.
- Summarized current and projected financial information of the entity by preparing and analyzing reports.

Meydan Group - Dubai, UAE Jun 2018 - Aug 2018

AF Construction - Dubai, UAE Jul 2017 - Sep 2017

Emirates Shipping Line - Dubai, UAE Jun 2016 - Aug 2016

Finance Intern

- Handled daily invoice and monthly bank statement reconciliations.
- Analysed financial performance of different companies within Meydan group.
- Prepared month-end spend analysis reports and various goods receivable notes.
- Evaluated key performance indicators and financial ratios of the company.
- Recorded daily sales invoices in SAP and posted journal entries.
- Assisted in preparing various budgets and financial statement analysis.
- Conducted research on cost-effective methods of transportation between ports through comparison analysis.