|  |  |
| --- | --- |
| PERSONAL   * TARIQ RAZA * CELL:+923333276451 * E-mail & Skype ID: raza\_tariq@hotmail.com * CNIC: 42101-1698494-9 |  |
| * PASSPORT ID: BK-9894943   PROFILE SUMMARY   * Strong financial and management skills * Confident communicator, negotiator and decision maker * Proven financial planner * Thrives under the pressure of leadership and business targets * Broad knowledge of financial management and client expectation * Technically competent with extensive experience in a variety of software systems and databases | |

# Professional Experience / 17 Years

|  |
| --- |
| DEPUTY REGIONAL FINANCE MANAGER / AWT (ARMY WELFARE  TRUST) - Karachi, Pakistan------Jan 2016 - Present  Job Role: Deputy Regional Finance Manager Providing strategic & tactical direction on P&L impact of in-market activity and performance at the customer level Influencing business performance by providing the sole financial support and acumen as a member of the regional leadership team Providing financial expertise surrounding policies and processes and promote uniformity and sharing of practices across the greater Sales for better cash flows also Providing leadership support during annual budgeting process and forecasts Mastering the CRM tool to provide region leadership and utilization of the system Delivering monthly Business Review to track performance against budget Assessing the region’s forecast to ensure forecasts are assured as desired.  MANAGER FINANCE / THK SOLUTIONS (PVT) LTD - Karachi, Pakistan------May 2010 - Dec 2015  Managing Finance & Accounts also staff under my supervision in order to achieve targets. Implementation of Financial Control Manual Working closely as strong team to strengthen key areas and target financial growth, Providing key data to senior management and suggesting necessary recommendation to detailed forecasts Creating and working to financial growth plans Maximizing performance of Finance team.  SECRETARY AUDIT COMMITTEE & INTERNAL AUDITOR / ALLIED RENTAL  MODARABA(CATTERPILLAR) - Karachi, Pakistan----Feb 2007 - Apr 2010  Determine the organizations needs of the Audit Department. Managed execution of the Internal Audit Charter ensuring efficiency and Objectives of the Reporting.  Reviewing and Evaluating disposition of audit findings suggesting corrective action.  Reporting Administratively to CEO and Functionally to Audit Committee.  Major Project completed |

Merger between in house company’s --establishing Internal Audit Department and Implementation of Internal Audit Practice Manual-Conducting meeting and finalization of Minutes as a secretary Audit Committee, finalization of Corporate Timetable, for submission of periodic Reports and Forms related to Regulatory Authorities

## MANAGER INTERNAL AUDIT / M/S IFTIKHAR & CO - Karachi, Pakistan------

Dec 2001 - Jan 2007

Responsible for preparation of Audit Plan Template and designing of related Audit Programs along with periodic Reports under supervision of Secretary Board Audit Committee to ensure compliance with established policies and procedures and evaluation of controls to assess their adequacy and effectiveness.

Major Project completed

Designing of Internal Audit Practice Manual for IGI insurance and periodic Audit Plan and Reporting structure as well.

## ACCOUNTANT / BIN SHABIB POWDER COATING LLC - Dubai, United Arab

Emirates---Dec 1998 - Jan 2001

Designing a program for complete stock aging analysis and control measures to avoid any problem towards the continuous Powder Coating Process with Cost Analysis per day overall and per unit cost of the service. Also designing of Financial Reporting formats.

Major Project completed

Complete designing and finalization of Accounting Manual--implementing Peachtree and designing of Financial Statement t and Cost Codes as well.

# Education

Virtual University of Pakistan / Masters , Accounting (2021)(Karachi)

KARACHI UNIVERSITY / Bachelors , Accounting (1991) (Karachi)

Certifications

CA GROUP-I---ICAP (1993) with four years of Professional Training.

# Skills

BUDGETING

EXTERNAL AND INTERNAL AUDITING

FINANCE AND ACCOUNTING / FINANCIAL ANALYSIS / FINANCIAL REPORTING

PEACHTREE-ACCOUNTING / DAC EASY ACCOUNTING / MS OFFICE

SECRETARIAL PRACTICE / FINANCIAL MANAGEMENT / FINANCIAL PLANNING

TAXATION / COST ANALYSIS / STRONG COMMUNICATION

# Projects

## MERGER / ALLIED ENGINEERING--Oct 2008 - Dec 2009