

ALI AJMAL

Profession : Realtor

Professional Qualification : ACCA

Contact : +92 345-1019999

E-mail: aliajmal0022@gmail.com



EXECUTIVE EXPERIENCE

Associated Chartered Certified Accountant who has driven a strong sense of advancement and encroachment throughout the educational and professional career. I have a diverse experience (over 3 years) including Grant Thornton Chartered Accountant Firm, Ali Ahmad & Co chartered Accountant Firm, EFU Life (Pakistan Largest private sector Insurance sector) & Kohinoor Textile Mills and hold a strong sense of determination that fuels the motivation to excel in order to reach the highest level in this line of work in an entirely ethical and professional manner.

PROFESSIONAL & ACADEMIC QUALIFICATIONS

- The Associate of Chartered Certified Accountants (ACCA-Finalist) (2018)
- Advance Diploma in Accounting and Business (2017)
- Higher Diploma in Accounting and Finance PROFESSIONAL EXPERIENCE (2013)
- Intermediate (2010)
- Matric (2008)

PROFESSIONAL EXPERIENCE

Chief Executive Officer at Rezone Real Estate for 3-Years (from January 2021 to Oct 2023)

(Own Company)

Some of the major tasks can be viewed as under:

- Managing and maintaining client portfolio, including verbal and written communication.
- Attending meetings with manager & director regarding continuous improvement in Business

Managing Director at GAD Real Estate for 6-Month (from July 16, 2020 to December 28, 2020)

Some of the major tasks can be viewed as under:

- Managing and maintaining client portfolio, including verbal and written communication.
- To assist in closing sales
- Preparing weekly/monthly reports about day to day operation and overall performance
- Reviewing the accounts & tax rebate services.
- Attending meetings with manager & director regarding continuous improvement in Business

“Accounts Executive” at “Ali Ahmed & Co Chartered Accountants”, for 2 years (from January 15, 2018 to December 31, 2019)

Some of the major tasks can be viewed as under:

- Managing and maintaining accounting records of individuals businesses.
- Making Final accounts of Private companies.



“Internship” at “Grant Thornton Chartered Accountants” for 2 months (from November 01, 2017 to December 31, 2017)



Some of the major tasks can be viewed as under:

- Managing and review inventory internal controls.
- Handling infield inventory bar coding.
- Review dispatch of inventory.

“Financial Adviser” at “EFU Life Assurance Ltd” for 1year (From January 01, 2016 to December 31, 2016)



As a Financial Adviser in EFU Life provides wide range of outsourcing services including Prospecting, direct Marketing, Telemarketing and financial services to its geographically diverse client. Its Clients includes as individual and as Group insurance. As a Financial Adviser I have learned many things as well as improved my existing skills. My role was leading a team which dealt with individual and group insurance. The main services to these clients were Investment's plans, Executive pension plans, saving plans and Tax rebate services.

Some of the major tasks can be viewed as under:

- Managing and maintaining client portfolio, including verbal and written communication.
- To assist in closing sales
- Preparing weekly/monthly reports about day to day operation and overall performance
- Reviewing the accounts & tax rebate services.
- Attending meetings with manager & director regarding continuous improvement in Business

“Internship” at “Kohinoor Textile Mills

“For 2months (from June 01, 2015 to July 31, 2015)



As an internee, I was responsible for invoice verification and recording and System reviews. There was stock count each month. The working was related to target achieve bonus working.

My major responsibilities during Internship program were:

- Invoice Verification
- Invoice recording
- Inventory stock count
- Data entry to Preparation of monthly reports to management

Professional Skills & Capabilities

- Learning Attitude
- Effective Interpersonal Communication
- Leadership and Team management

Language

- English
- Urdu
- Punjabi

Computer skills

- Microsoft Office
- QuickBooks
- Peachtree

