

PERSONAL INFORMATION

Name and Surname: Muhammad Saad Ziker
Address: Flat 601, Sky Tower, plot D3, block 8 Clifton Karachi
Date of Birth: 30.05.1996
Phone number: +92 331 2491021
E-mail: saadziker@outlook.com
Linkedin: <http://linkedin.com/in/saad-ziker-25761a145/>



EXPERIENCE

06.2019 - present

Finance Executive

Company : Siddiqsons Limited, Karachi

- Recording day to day operation activities in latest SAP Hana Finance Module
- Assisting treasury manager in managing cash and treasury operations in link with banks
- Recoding and reconciling dollar based payments in link with export department
- Monthly based reconciling of banks and resolving inter unit queries
- Recording of salary and export freight payments

08.2018 - 03.2019

Junior Analyst

Company : Inseyab Consulting and Information Solutions

- Prepared a detailed financial and business analysis and outlining solutions for a business
- Analyzed the Financial and Marketing model being used for Customer Proposal
- Prepared the Budgeting and Costing plan for the Customer Proposal
- Analyzed the Financial values being used in Balance Scorecar

07.2017 - 08.2017

Internee

Company : Martin Dow limited, Karachi

- Understand the overall concept which includes work process, internal software system etc
- Assists in making and analyzing performance reports.
- Analyze the financial statements for forecasting company growth

07.2016 - 08.2016

Internee

Company : Dubai Islamic Bank

- Analyze the bank's internal financial information and making a report on it
- Analyze the bank's position as compare to other banks and endorsing bank's products

05.2016 - 07.2016

Accounting & Finance Internee

Company: MCB-Arif Habib Investment limited Karachi

- Assisting research analyst in researching data and trasnfering funds in banks
- Assisting fund manager in calculating daily based NAV

EDUCATION

2018 - present

CFA Level 2 Candidate (Level 1 Passed)

CFA Society Pakistan

08.2018 - present

MBA Finance (CGPA :3.71)

SZABIST, Karachi

08.2014 - 05.2018

BBA Finance (CGPA : 3.49)

SZABIST, Karachi

08.2012 - 05.2014

Intermediate (Grade A)

DA SKBZ College, Karachi

2010 - 05.2012

Matric (Grade : A+)

Citizens Public Secondary School, Karachi

ACHIEVEMENTS

- ✓ Merit Scholarship in the 7th Semester of BBA
- ✓ Scholarship holder at DA SKBZ College
- ✓ Merit Scholarship in the 7th Semester of BBA

LANGUAGES

English ★ ★ ★ ★ ★ ★

Urdu ★ ★ ★ ★ ★ ★

CERTIFICATES

- Participated twice at Education National Spelling bee 2010 and 2013
- Participated at Intel Science Fair 2013
- Participated at ZABMUN and CBMUN
- Trainee at AMAN CPR trainer program
- Participated at Green Quiz by Green living association 2012-2013

PERSONALITY

- ✓ Communicative
- ✓ Punctuality
- ✓ Creativity
- ✓ Organized

CLASS PROJECTS

- Thesis Research on " Consumer Empowerment in Banking Industry"
- BTL Activity on the project " YouPick"
- Marketing project on "Alpha Supermarket"
- Introduced a product in the market named "Eco-Bin"
- Financial Modeling on Shell by historical data
- Educational trip to Atlas Honda
- Portfolio Analysis on Customized fund
- Documentary on "Poverty" and "Subway"

SOFTWARE SKILLS

Word ★ ★ ★ ★ ★ ★

Microsoft Excel ★ ★ ★ ★ ★ ★

Microsoft Powerpoint ★ ★ ★ ★ ★ ★

SAP HANA ★ ★ ★ ★ ★ ★