**MR. Yousuf Waheed**

**Address: 389-B Revenue Employees Cooperative Housing Society, Johar Town Lahore.**

**Email:[yousuf.waheed151@gmail.com](mailto:yousuf.waheed151@gmail.com) Mob:00923084633451**

**Professional Summary**

Motivated Business Analyst effective at delivering quality work ahead of tight deadlines.  Accomplished in financial reporting, analysis and modeling.  Quickly grasps business priorities with a demonstrated history of producing accurate and timely reports. Quick leaner in any sort of business environment, have ability to learn different software’s in quick succession.

**Skills**

|  |  |
| --- | --- |
| * Managing finance * Management reporting * Financial Reporting * Forecasting | * Business decision support * Sr. Leadership presentations * Advanced financial analysis |

**Work History**

**Manager Accounts(MMPPL Group)** Image result for marjan maize products logo**01/06/2019 to 31/01/2020**  
**Marjan Maize Products Pvt. Ltd**

* Responsible for delivery of financial analytics and decision support to **MMPPL** organization including: management reporting, financial decision making, multi-year planning.
* Worked to develop a site strategy cost model including financial analysis and presentation of the output to senior management.
* Helped develop and implement forecast model for total MMPPL expenses.
* Have worked closely with MMPPL management team to manage and control the accounts Payables and planning the fair distribution of funds to vendors.
* Managing the teams of seven individuals in accounts department and supervising their daily work
* Which includes daily Sales posting, Journal vouching, Cash Payments, Bank payments.
* Preparing monthly accounts and directly reporting to Directors of Company.

Detailed analyses of financial statements on monthly basis, by preparing variance analysis and key ratios.

* Vendor and customer’s reconciliation and bank statements verification.
* Monthly supervision of Sales tax return.
* Supervision of Withholding tax filling
* Annual Income tax return data to be prepared and coordination with tax consultant.
* Coordination with the internal auditors regarding internal audit.
* Coordination with external auditors for annual audit.

**Marjan Filling Station**

* Receiving Petrol and diesel inventory from OTO Pakistan and updation of invoice in Quick Books.
* Daily supervision of Sales of petrol diesel and CNG.
* Sales tax monthly working and sales tax return filling
* Expenses to be verified and supervision of expense posting into Quick Books.
* Salaries and wages verification and transfer to employees banks accounts.
* Bank reconciliations to be performed on monthly basis.
* Final Accounts preparation of monthly basis.

**Marjan Furniture**

* Supervision of furniture import invoice in Quick Books.
* Calculation of Taxes and duties on each invoices
* Supervision of sales invoices and related sales tax calculation
* Monthly sales tax return filling.
* Inventory and stock to be maintained on Quick book accounting software.

**Manager Accounts & Finance**  **11/12/2018 to 31-05-2019**  
**128 Securities Pvt. Ltd**

* Reviewing the different financial aspects of the company including dealing with the different banks.
* Approval of all financial and non financial activities during the day to day running of the business activities.
* Preparation of financial statements on monthly basis to be presented to higher management.
* Preparation of Asset segregation reports to be present to PSX fortnightly basis.
* Preparation of net capital report to be presented to PSX every fortnight.
* Approval of daily transactions checking to be posted in accurate account.
* Coordinating with the auditors for the finalization of annual accounts.
* Coordinating with the auditors for the semi annual accounts as required by the PSX.
* Preparation of budgets for future years and planning the strategy for subsequent years.
* Monthly filling of sales tax returns, Withholding tax and yearly income tax returns.

**Senior Internal Auditor**  **01/02/2018 to10/12/2018**  
**Gourmet Foods**

* Conducting internal audits of 7 units on monthly basis, identifying key risks and internal control deficiencies to managements.
* Testing existing internal controls and suggesting new controls accordingly
* Managing the team of 7 individuals
* Identification of financial and non financial risk and performing risk assessments exercises on monthly basis.
* Comparison statements to be prepared on monthly basis for the performance evaluation of different departments.
* Preparation of audit reports to be presented to higher management.
* Cost comparison analysis of different segments of the business and their viability in the course of business commencement.
* Budget preparation of different departments and cost to be allocation to different departments in line with the company policy.

**Manager Accounts** Image result for marjan maize products logo **26/09/2016 to 31/01/2018**  
**Marjan Maize Products Pvt. Ltd** 

* Responsible for delivery of financial analytics and decision support to **MMPPL** organization including: management reporting, financial decision making, multi-year planning.
* Worked to develop a site strategy cost model including financial analysis and presentation of the output to senior management.
* Helped develop and implement forecast model for total MMPPL expenses.
* Have worked closely with MMPPL management team to manage and control the accounts Payables andplanning the fair distribution of funds to vendors.
* Managing the teams of seven individuals in accounts department and supervising their daily work.
* Preparing monthly accounts and directly reporting to Directors of Company.
* Detailed analyses of financial statements on monthly basis, by preparing variance analysis and key ratios.

**Financial Accountant**  **12/2013 to 04/2015**  
**Premier Springburn United Kingdom**

* Worked to develop the strategies to help management to manage Cash flow.
* Preparing monthly financial plans regarding the payments of Accounts payables.
* Preparing monthly VAT returns, aged receivables.
* Preparing monthly financial statements.
* Updating the inventory on ERPS.

**Senior Accountant**  **24/03/2009 to 21/08/2013  
Galaxy Paper Industries LLC Dubai UAE**

* Helping Executive Manager in financial planning
* Preparing aged payables and preparing payments for the vendors.
* Preparing payroll & transferring through WPS system
* Monthly Bank Reconciliation Statements
* Preparation of monthly financial statements
* Planning cash flow needs for Dubai and Abu Dhabi offices for different suppliers.
* Coordinating with auditors for the final accounts.

**Grant Thornton**  **06/2006 to 08/2008**

* Audit &Assurance assignments for different Manufacturing, Public and private limited Companies finalization of audit reports with help of seniors.
* As being a part of Consultancy department the task were to analyse different business proposals and business evaluation for a range of different companies by providing consultancy services.

**Education**

* **SAP implementation Consultant Certification** (Training completed)
* **ACCA Member** (Association of Chartered Certified Accountants) (BPP University U.K)
* **BSC in Applied Accounting** (Oxford Brooks University London)
* **Advanced Diploma in Accounting and Business**(ACCA UK)
* **CAT**(Cfe Institute of Finance)
* **FSC Pre Engineering** (Govt. Islamia College)
* **Matriculation**(Govt. Comprehensive High School)
* **Quick Books Pro Advisor**

**Driving License**

* United Kingdom
* United Arab Emirates
* Pakistan