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| MUHAMMAD WAQAS ACCA, UAECA  Email: [waqaschaudhry71@yahoo.com](mailto:waqaschaudhry71@yahoo.com)  Mobile: +971501084966  Nationality: Pakistan  Visa status: Visit visa |  |

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| **Objective**: |
| Seeking a challenging career in an organization that offers opportunity to use my abilities, knowledge and capability, enhancing development and professional growth, and enables me to contribute positively towards the organization goals and objectives. |

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| **Summary:** | | |
| I am an ACCA and UAECA qualified member with eight years of progressive experience in Internal Audit, External Audit, Tax and Consultancy. I have performed audit assignments in various industry sectors such as Financial Services Industry (Brokerage House, Money Exchange), Hypermarket, Textile and Oil marketing, Food & Beverage, Catering, Hospitality & Health, Transportation, Sea port, Civil Aviation, Trading, Services and Constructions. I am a hardworking professional with excellent communication and interpersonal skills. | | |
| **Professional Qualification:** | | |
| * UAECA (United Arab Emirates Chartered Accountant) Qualified, Member * ACCA- UK (Association of Chartered Certified Accountants) Qualified, Member | | |
| **Professional Experience:** | | |
| **Talal Abu-Ghazaleh& Co. International, United Arab Emirates** | | |
| **Auditor** | **(December, 2016 to October 2019)** | |
| At Talal Abu- Ghazaleh& Co. Int. I conducted financial audits of clients from various industries (Manufacturing, Public Transport, Retail, Construction) based on ISA and IFRS standards. My responsibilities included performing risk assessment, audit planning, and client meetings to perform audit procedures. I have performed test of internal controls and substantive audit procedures for various business cycles such as revenue, receivables, payables, payroll, financial reporting and closing. Reviewed financial statements and prepared management letter to present them during Board Meetings. I have provided on the job training to junior auditors and performed review of work performed by them to assist the audit manager. | | |
| **Deloitte Pakistan** | | |
| **Auditor** | **(January, 2016 to July 2016)** | |
| At Deloitte, I performed audit and consultancy assignments in industries such as Hypermarket and Retail business etc. I was involved in performing risk assessment, preparing audit plan, performing test of controls and substantive testing for revenue and inventory, financial reporting business cycles. | | |
| **MudassarEhtisham& Co, Chartered Accountants, Pakistan, Lahore** | | |
| **Auditor** | **(January 2015 to December, 2015)** | |
| I assisted Senior auditor on external audit and internal audit assignments which enabled me to gain experience of practical implementation and complexities of International Financial Reporting Standards (IFRS), International Standards on Auditing (ISAs). | | |
| **MAC Advisors & Consultants, Pakistan, Faisalabad** | | |
| **Audit Trainee** | | **(June, 2011 to December, 2014)** |
| I worked in a team of highly professional chartered accountants and assisted them in Audit assignments as an Audit Trainee. Assisted auditor senior in review of internal controls, financial statements and verified compliance of financial statements with international financial reporting standards. I learnt test of internal controls and control deficiencies evaluation on financial audit. I also prepared management letters to report business processes’ improvement areas along with risks and recommendations. During my internship, I was involved in assisting audit senior for the performance of audit for various industries from public and government sector, construction sector, manufacturing, retail sector. | | |
| **Responsibilities:** | | |
| * Involved in Audit planning and preparation of permanent and temporary audit file * Reviewed asset, prepayment, borrowings, receivables and payments schedules for audit in charge. * Conducted interviews with client personnel, ensured compliance with internal control procedures by examining records, operating practices and other supporting documents. * Understood the business processes and internal control of the client e.g. revenue, purchase, bank / cash receipts, bank/ cash payments and journal entries. * Assisted senior auditor with reconciliation and month end / quarter end and year end closing audit procedures * Assisted senior auditor in test of internal controls and substantive testing, preparation of management letter, management representation letter and financial statements for the review of Audit Manager   I have worked in tax department of MAC Advisors as well. Following were my key responsibilities related to tax matters:   * Preparation and filing of income tax returns of companies, (Association of persons) AOP & Individuals. * Preparation and filing of monthly sales tax returns of companies, AOP & Individuals. * Filing of refund claim of both direct taxes and indirect taxes and their follow up. * Prepared payment proof under section 73 of the Sales Tax Act, 1990. * Preparation of sales invoice under section 23 of the Sales Tax Act, 1990. * Prepared application and supporting documents for registration with income tax and sales tax department. | | |
| **Computer Skills:** | | |
| * Microsoft office (Word, Excel, PowerPoint) * Teammate (Internal Auditing Software) * Case ware (Auditing Software) | | |
| **Other Skills:** | | |
| * Good communication skills * Flexible and dependable * Team player * Strong work ethics * Problem solving skills | | |