

## **Hasnen Lala**

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### **Professional Summary:**

Dedicated and detail-oriented finance professional currently pursuing AAT Level 2 certification with a passion for numbers and financial management. Proven track record in finance leadership roles, adept at handling invoicing, payroll, accounts payable/receivable, and financial reporting. Seeking to leverage skills and education to advance to AAT Level 4 and further contribute to organisational success.

### **Education:**

- Master's in international management

University of Bolton - 2023

- Bachelor's in commerce

VNSGU - 2019

### **Work Experience:**

#### **Finance Lead**

Supported Steps, November 2022 - Present

- Generate and manage invoicing, process payments, and oversee payroll activities.
- Ensure timely payment of bills and adherence to payment terms.
- Maintain control over receivables and payables ledger.
- Manage sales, purchases, expenses, and credit card payments.
- Assist accounts team with financial reporting.

#### **Bookkeeper**

EMCO Trading, January 2024 - Present

- Update company accounts, handle invoicing, and manage purchase orders.
- Oversee inventory management processes.
- Support accounts team with financial reporting.

**Skills:**

- Proficient in Microsoft Excel, Word, PowerPoint, Google Sheets, and other Microsoft and Google programs.
- Experienced with accounting software including QuickBooks, Zoho Books, and others.
- Strong multitasking abilities and abilities to work under pressure with a calm approach.

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