

USWA SIKANDAR

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Mobile: +92-3234495513

Address: Lahore, Pakistan

Availability: Immediate

PROFESSIONAL SUMMARY

A Chartered Accountant by profession, with a good understanding of accounting principles and expertise in preparation and audit of financial statements, business process improvements, and review of internal controls and policies and procedures.

PROFESSIONAL SKILLS

- External Audit
- Financial statements preparation & analysis
- Internal controls testing and evaluation
- Report Writing
- Client Management
- Statutory accounting & reporting
- Corporate compliance & taxation
- Internal audit
- Business Process Improvements
- Team management

ACADEMIC QUALIFICATIONS

Institute of Chartered Accountants of Pakistan

2016

(CA Pakistan) R-8941

University of the Punjab

2009

(Bachelors in Commerce)

PROFESSIONAL EXPERIENCE

Board Secretary

(Shirkat Gah, a women's resource center)

Apr 2019 – Nov 2019

- Ensured compliance with governance procedures and all the statutory requirements especially as related to Societies Act
- Coordinated with subcommittees of the board
- Prepared annual Profit & Loss account, Balance Sheet, Statement of changes in Funds, Cash Flow Statements and related notes and disclosures

Assistant Manager Internal Audit

(Punjab Healthcare Commission)

Jul 2017 – Nov 2017

- Advised and recommended senior management for improvements in internal control and risk management systems
- Reviewed accuracy and reliability of PHC accounting records and financial reports
- Compiled the Annual Internal Audit Plan
- Developed and implemented internal audit policies and procedures in accordance with best practices

Analyst Investment Banking

(First National Equities Limited)

Nov 2016 – Jun 2017

- Researched, analyzed and interpreted financial data
- Documented financial research summaries
- Consistently advocated management regarding portfolio decisions based on research
- Collated detailed, up-to-date information about the Pakistan's economy and financial markets
- Advised local group for acquisition of sugar mills and arrangement of financing of the required amount

Audit Senior & Audit Associate (PWC Pakistan)

Dec 2011 – May 2015

Audit Senior

Jun 2014 – May 2015

- Reviewed audit areas and ensured the performance of audit work and its documentation in accordance with PwC Global Audit Methodology
- Prepared and reviewed financial statements according to International Financial Reporting Standards (IFRS)

- Interacted with clients with regard to inconsistencies within the financial statements, complex audit areas and contentious matters
- Facilitated and mentored junior staff members and established team management skills
- Exercised judgment in audit areas such as materiality, inherent risks, expected controls reliance etc.
- Completed and archived audit files
- Performed assignment related to certification of “the receipts and payment account” for inclusion in the Statutory Report
- Performed audit and other assurance services of the following clients as an audit senior;
 - Worldcall Telecom Limited
 - Nishat Chunian Power Limited
 - Saleem Memorial Trust Hospital
 - Reliance Sacks Private Limited

Non-Enterprise Resource Planning (Non-ERP)

Dec 2013 – May 2014

- Performed **Business Process Re-engineering (BPR)** assignment of a Public Listed Company
- Evaluated its Purchases & Payables and Revenue & Receivables business processes and documented As-is, control matrix and To-be documentation for the same
- Designed Interview strategies, questionnaires and **corroborative** techniques to understand and document Business Processes
- Member of Steering Committee for BPR

Audit Associate

Dec 2011 – Nov 2013

- Performed audit of allocated financial statement line items in accordance with International Standards of Auditing, International Financial Reporting Standards and PWC Audit Guide and Inform
- Developed and employed client interaction skills
- Ensured compliance with applicable laws and regulations such as Companies Ordinance, Income Tax Ordinance, and Sales Tax etc.
- Evaluated the design of internal controls and validated their operating effectiveness at planning phase of audit
- Performed audit and review services of the following clients as an audit associate:

Manufacturing Sector PakArab Fertilizers Limited Roshan Packages Private Limited Trusts and Hospitals Shaukat Khanum Memorial Trust Saleem Memorial Trust Hospital	Independent Power Producers (IPPs’) Nishat Chunian Power Limited Nishat Power Limited Hotels and Services Mainland Husnain Private Limited (Royal Palm)
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CERTIFICATIONS & TRAININGS

- Communication Skills Development Course – (CSDC) – The Professionals’ Academy of Commerce
- Presentation and Communication Skills Course – (PCSC II) – The Professionals’ Academy of Commerce
- Certificate Of Computer Practical Training (CCPT) – The Professionals’ Academy of Commerce
- Attended in-house seminars (Assurance 1, 2 and 3) on PwC’s independence requirements and audit methodology and documentation

IT & COMPUTER SKILLS

- Proficient use of Microsoft Word, Excel, Visio and Power Point
- Hands on experience with PwC’s documentation tools, My-Client, AURA, accounting software and Oracle

SOCIAL WORK

Joined The Citizen’s Foundation (TCF) Mentoring Program (Rahbar Cycle). The program was aimed at the development of youth as responsible individuals and productive members of society.