**Sajjad Ali**

**Chief Accountant**

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**Executive Summary**

A Chartered Certified Accountancy professional with over 12 years of diversified and in-depth work experience in accounting, finance and auditing, working with one of the prestige UAE Based Conglomerates.

**Strengths**

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| --- | --- |
| * Financial statement preparation & analysis.
 | * Organized and extremely quick learner.
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| * Financial forecast and budgeting.
* Supervising External & Internal audit.
* VAT implementation.
* Organized with excellent attention to detail.
* Accept challenges for success and growth.
* Software implementation (ERP)
* MM Module implementation (SAP)
 | * Accounting procedures and implementation.
* Expert knowledge of IAS & IFRS.
* Leadership & team building.
* Time management & Analytical skills.
* Excellent communication & presentation skills.
* Software used SAP, Epms (ERP), Telnet
* Novotel, Ibis, Adagio Hotel Accounts Review
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**Professional Qualifications & Academic Educations**

Member of Association of Chartered Certified Accountants **ACCA (UK)** Member of UAE Accountants and Auditors Association **UAECA (UAE)** Chartered Accountant (Inter) **ICAEW (UK)**

Certified Financial Consultant **CFC (USA)**

BSc in Applied Accounting **Oxford Brooks University (UK)**

Bachelor of Commerce **Karachi University (Pakistan)**

**Experience**

# Fujairah National Properties Chief Accountant May’20 - Present

## Description: logo - CopyJob Accountabilities:

* Ensure the timely preparation of accurate Financial and Accounting information by following IFRS &IAS.
* Responsible for full financial management of all entities in the business segment including reporting of actuals, budgets and forecasts and acting as the custodian of assets of the company.
* Coordinating with Business Heads of each company for the preparation of budgets and submission of MIS Reports to the management explaining variation with proper analysis on periodic basis.
* Evaluate the existing accounting system and ensure that proper internal control system is in place and work for the automation of all major transactions to minimize manual posting of entries.
* Ensure that all necessary documents as required by Tax and other government agencies are maintained.
* Ensure the timely filing & payment of VAT and follow up for VAT Refund (if any) in coordination with Group Tax Team.
* Ensure the accuracy and correctness of all financial reports in SAP & Dash board on daily basis
* Responsible for preparation of Yearly / Quarterly / Monthly and weekly cash flow and manage the funds of the company by collection follow up and in consultation with group Finance Department.
* Responsible for the preparation of various MIS Reports required by the company.
* Fully responsible for the completion of External / Internal Audit on time in Coordination of the team.
* Ensure the maintenance of proper Fixed Asset Register and assets and depreciation are booked accurately.
* Allocation of CAPEX to the actual project and transfer to assets once the completion certificate received.
* Preparation of feasibility study for the business proposals, capital expenditure etc as required by management.
* Managing a high volume of units and handling Owner’s association of these units.
* Monitoring all functions of Accounts and Finance from start till finalization of Accounts.
* Review of Novotel, Ibis and Adagio hotel accounts on monthly basis.
* Review and approve the payment to suppliers, employees, sister companies and others.
* Update and provide information regarding principle and interest payments to the group finance department.
* Supervise day to day financial operations and strategy for the accounts and finance function.
* Successful implemented the SAP MM Module and looking after the entire process of inventory management.
* Implementation of multiple reports in SAP related to Leases facilities management which are helpful for the management to make decisions.
* Managing a team up to 8 Accounts and Finance individuals.

**Al Yousuf Real Estate Oct’ 2008-Apr’ 20**

**Assistant Accountant ** **Oct’08 – Sep’10**

# General Accountant Oct’10 – Jun’14

**Senior Accountant Jul’14 – Aug’17**

# Assistant Accounts and Finance Manager Sep’17 – Apr’20

## Job Accountabilities:

* Responsible for the preparation and analysis of financial statements.
* Review financial statements according to the guidelines of accounting standard and IFRS.
* Prepare financial reports as per the financial model.
* Maintain the financial health of the organization by providing properties’ rental PDCs for discounting &

allocating properties for lodgment of PDCs in assigned banks if necessary.

* Advise management about the suitable investment option.
* Review the finalization and submission of VAT Return process on the monthly basis
* Ensure the actual figure is agreed with the standard budget and explanation of difference.
* Liaise with external and internal auditors
* Weekly and Monthly Sales and Cost of Sales Reports.
* Update Net Treasury Position and Cash Flow for the month.
* Rental Income Comparisons and Receivable Status Reports
* Provide Schedules for Rental Revenue & Cost of Rental Revenue.
* Preparation of Variance Analysis of Actual V/s Budgeted figures and follows up for the justifications.
* Weekly and monthly cash flow forecast and provide targets for expected rental income.
* Supervise day to day financial operations and strategy for the accounts and finance function.
* Prepare feasibility studies for new properties based on the market research.
* Ensure compliance with all legal, statutory and organizational policy requirements on a timely basis and provides monthly reports to the Management.
* Maintain systems of internal controls to safeguard financial assets of the organization.

**M/S.Minoo N Bamjee Chartered Accountants, Karachi**

# External Audit (Trainee) Sep’06- Oct’08

## Job Accountabilities

* Reviewing accounting and internal control system
* Assessment of control risk and performance of test of controls
* System documentation of new engagements
* Supervising of staff engaged in audit assignment
* Prepare detailed reports on audit findings and make recommendations to improve establishment’s accounting

and management practices, control and system.

* Assisting clients in preparing Financial Statements and other statutory reporting
* Vouching for material Income & Expenses variations
* Involved in various audit assignments like Financial, Provident & Gratuity Funds, Cost and Stock audit.

**Certificates**

* Introduction to Corporate Finance **Corporate Finance Institute**
* Introduction to Financial Modeling **Udemy**
* Fundamentals of analyzing Real Estate Investments **Udemy**

**Personal Details**

Nationality : Pakistani

Date of Birth : 17th June1985

Visa Status : Employment Visa

DrivingLicense : UAELight Vehicle

Languages : English, Urdu, Hindi

References : Available on request.