

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

- Financial statement preparation & analysis.
- 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)
- Organized and extremely quick learner.
- 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

Professional Qualifications & Academic Educations

Member of Association of Chartered Certified Accountants
Member of UAE Accountants and Auditors Association
Chartered Accountant (Inter)
Certified Financial Consultant
BSc in Applied Accounting
Bachelor of Commerce

ACCA (UK)
UAECA (UAE)
ICAEW (UK)
CFC (USA)
Oxford Brooks University (UK)
Karachi University (Pakistan)

Experience

Fujairah National Properties

Chief Accountant

May'20 - Present

Job 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.

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

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| ○ 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	:	17 th June 1985
Visa Status	:	Employment Visa
Driving License	:	UAELight Vehicle
Languages	:	English, Urdu, Hindi
References	:	Available on request.