

MUHAMMAD TAUQEER FIAZ

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WORK EXPERIENCE

- **Account Executive, Vision Village Pvt Ltd**, Lahore, Pakistan(Oct 2020 to Jan 2022)
- **Accounts Manager, Smile Food Stuff Trading LLC**, Ajman, United Arab Emirates(Jul 2019 to Aug 2020)
- **Accounts Payable/Admin , Rayan Travel & Tourism**, Lahore, Pakistan(Sep 2017 to Jun 2019)
- **Key Account Executive, Ahmed Traders**, Lahore, Pakistan(Jul 2015 to Sep 2017)
- **Accounts Officer, Raaziq International Pvt Ltd.**, Lahore, Pakistan(Nov 2012 to May 2015)
- **Accountant, Real Links Travel & Tours Pvt LTd**, Lahore, Pakistan(Nov 2009 to Aug 2012)

EDUCATIONAL BACKGROUND

- **The Virtual University of Pakistan**, Lahore, **Master**, 2019, Account, Operation

SKILLS

- • bookkeeping
- petty cash and bank reconciliations. • mis and financial reports (ifrs) • vat handling and filing returns • inventory management and stock taking (ias-2)
- student education consultancy
- foreign tours
- manpower supply
- northern side tour pakistan) • office management(operational & administrative work) • free lance

PERSONAL BACKGROUND

° **Birthday:** - 1990-05-15