

HARIS ASLAM

Accountant

I am a collaborative team member with robust skills, proficient in managing multiple projects concurrently with a high level of precision. My friendly and professional demeanor allows me to represent any establishment effectively at all times. I am eager to apply my skills and work with innovative individuals in a professional and conducive atmosphere to understand new businesses and contribute to their success. With over five years of dedicated experience in the fields of accounts and audit, I have honed my skills and expertise in financial analysis, accounting principles, and audit procedures.



Work History

Feb, 2023
To
Oct, 2023

Accountant

Al Ahqaf General Trading LLC, United Arab Emirates (Dubai)

- Completed daily cash functions like account tracking, payroll and wage allocations, budgeting, donating, and cash, and banking reconciliations.
- Organized all accounts for past 2 years, accounts receivable, payables and reduce paper usage and switch to e -bills.
- Managed day-to-day accounting processes for 3 intercompany entities to enhance financial accuracy.
- Utilized accounting software to file tax returns, generate reports for 3 quarters, and enter data into the system.

Nov, 2020
To
Feb, 2023

Deputy Manager Internal Auditor

The Superior Group, Lahore Pakistan

- Assisted in developing and implementing risk-based audit strategy in accordance with Standards for Professional Practice of Internal Auditing, guidelines and best practices in the 5 group of companies (Head Office).
- Ran all audit and accounting reports of the 5 companies as required for internal audit procedures.
- Presenting reports on monthly basis to HOD of all 10 major group of companies as per set internal control policies, procedures and assign compliance on highlighted issue.
- Supervise all 9 internal audit team members performance as per given task.

Sept, 2019
To
Nov, 2020

Accounts Manager

Experts Cloud Private Limited, Lahore Pakistan

- Managing complete Accounting function and preparation of monthly financials.
- Oversee 2 Banks Book and respective reconciliations.
- Executed rigorous internal controls and risk management procedures, reducing audit finding by 50% and ensuring adherence to regulatory instructions.
- Managed payroll of all 20 employees into software and filled withholding tax as per government legislation.

March, 2018
To
Aug, 2019

Audit Officer

The Superior Group, Lahore Pakistan

- Performed testing procedures on cash ledgers, inventory records, collection and payments of 12 branches of group.
- Preparing reports highlight issues and problems and distributing reports to relevant people on monthly basis.
- Perform detail testing procedure of all 12 branches to reduce mistake and any highlight any fraudulent activates on monthly basis with help on internal control policies.



Contact

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Skills

Auditing

Bookkeeping

Financial Accounting

Ethics

Petty Cash Management

Account reconciliation
specialist

Team Management

Management Accounting



Software

ERP SOLUTIONS

ODOO

QUICK BOOK

ONYX_ERP

TALLY

Languages

English
Urdu

ACHIVEMENTS (Online Learning)

Financial Literacy Program by
NIBAF, SBP & ACCA

Accounting Fundaments by
Corporate Finance Institute

Excel Crash Course by
Corporate Finance Institute

The fundamentals of Digital
Marketing by GOOGLE DIGITAL
GARAGE

CPD COMPLETION CERTIFICATES BY (ACCA)

Improving Revenues: The
Accountant's Role

Dealing with Ethical Issues

Technology for Accountants: A
Primer

The Power of Pivot Tables

Decision Making in a Crisis

Professional Skepticism: The
Inquiring Mind

Value and Valuation

Feb, 2015
To
Jan, 2018

Audit Senior

**M Imran Akhtar & Co. (Chartered Accountants), Lahore
Pakistan**

- Audited statutory and consolidated accounts according to GAAP and IFRS/IAS referential in various companies.
- Performed financial audits including financial statements review, internal controls assessment, substantive works, corroborative interviews, reporting, completion and client relationship management.
- Managed all audit team staff of 10 people and assign task accordingly and report to audit partner.

June, 2014
To
Jan, 2015

Audit Executive

S.P Amjad & Co. (Chartered Accountants), Lahore Pakistan

- Assisted in conducting various testing procedures on cash, fixed assets, accounts receivable, intangible assets, prepaid expenses, accounts payable, deferred revenue, accrued liabilities, revenue, and expenses for 2 major companies.
- Provide assistance in external audit of 2 major companies.



Education

Bachelor of Commerce (B. Com)

Bahauddin Zakariya University – Multan, Pakistan



Certifications

ACCA - Association of Chartered Certified Accountants
(11/13)

ACCA - Advanced Diploma in Accounting and Business

ACCA - Diploma in Accounting and Business