

Muhammad Hassan Aslam

Professional Resume



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Visa Status: 60 days visit visa.
Location: Dubai, UAE
Availability: Immediately Available to Join.

An experienced professional accountant with more than nine years of experience in accounts payable, financial reporting as well as treasury reporting. Proficient in presenting financial data, customer aging analysis, supplier aging analysis, providing financial reports, and timely delivery of profit and loss statements. Excellent presentation skills to explain practical solutions to senior management.

Core Competences:

| Financial Reporting (IFRS/IAS) | Profit and Loss Statement | Sales Analysis | Import/Export | Fixed Asset | Account Receivable/Payable | Inventory Valuation | Stock Planning | Payroll Audit | Taxation |

Experience:

ERP Technicals Private Limited

Offshore Accountant

[Jan 2022 – Jan-2023]

[Jan-22 to Jul-22 as Part-Time]

Job Description:

- Preparation of monthly staff payroll, including recording, tax and other deductions and payment.
- Bookkeeping of vendor invoices, management approvals, and tax withholding and payment processing.
- Prepare and report daily funds position and forecasting treasury position.
- Monthly, quarterly, and yearly financial reporting including profit & loss and balance sheet under IFRS.
- Liaison with banks and handling all banking matters.
- Monitoring tax liabilities including staff payroll, vendors invoices, annual return and pay in the government treasury within the prescribed deadline.

Achievement:

- Help in the implementation of Microsoft Dynamics Business Central.
- Implement payroll system as well as receivable, and payable management.

Al Razzaq Fibres Private Limited (SAYA)

Accounts Payable Lead

[Jul 2021 – Aug-2022]

Job Description:

- Payable management, review and process PO/Non-PO invoices, audit, withhold taxes, payment, and reconcile supplier ledger, GR/IR reconciliation and responding stakeholders queries.
- Led, trained, assigned, and reviewed tasks of subordinates, providing guidance.
- Prepare retail outlet lease amortization schedule under IFRS 16.
- Recording of intercompany transactions.
- Supervise Import cycle, document arrangement, and preparation of landed cost sheet, recording, and closing of Letter of Credit.
- Ensuring fixed assets recording under IAS-16, and prepaid expenses were correctly coded and with correct sales and use tax.

Achievement:

- Introduce native suppliers which cause in reducing the secondary packaging cost by up to 10%.
- Manage a team of 3 employees including interviewing and training.
- Created & maintained departmental policies.

Nueplex Cinemas Private Limited**Assistant Manager Payables****[Jan 2019 – Jul 2021]****Job description:**

- Payable management including invoice recording, management approvals, tax withholding and making payment.
- Prepare a petty cash report, cheque, salary, and cash report.
- Record day-to-day financial transactions.
- Liaison with external auditor's queries arise during and after the statutory audit.
- Preparation of reply against notices received from tax authorities.
- Assist the finance manager in the preparation of the financial statement.

Achievement:

- Improve stock counting procedure which reduces the risk of theft by 10%.
- Introduce and implement an online banking system that saves time by 25% and cost as well.

Digicom Trading Private Limited (Q-Mobile)**[Feb 2013 – Dec 2018]****Assistant Manager Finance****Job description:**

- Receivable/Payable/Payroll and Petty cash management.
- Ensure transactions are recorded in accordance with IFRS.
- Maintain operating lease agreements and contracts with suppliers.
- Funds and treasury management.
- Prepare and report financial statements on monthly, quarterly, and annually within deadlines and with high attention to accuracy.
- Insurance management including recording of transactions and advance payments.

Achievement:

- Streamlined the payment with the e-printing of cheques.
- Improvement in cash management by reducing the risk of fraud by 30%.
- Revamp 10% debt collection by offering a discount to customers.

Education:**Certification status:** CMA (Finalist).**Degree:** Bachelor of Commerce.**Details:**

Sr.	Certification / Degree	Institution / University	Specialization / Major	Status
1	CMA Strategic Level (Final Level)	Institute of Cost and Management Accountants of Pakistan (ICMAP)	Strategic Financial Management	Studying
2	Bachelor of Commerce	University of Karachi	Commerce	Cleared
3	Tableau	Simplilearn	Data Visualization	Cleared

Software Skills:

- SAP (Business One/S4 HANA).
- Microsoft GP 2016 / Dynamics 365
- Oracle Fusion Middleware
- QuickBooks Online and Desktop
- Tally
- Microsoft Office

Personal Information:

- **Date of Birth:** 13-Nov-1991.
- **Nationality:** Pakistan.

Reference:

- Will be furnished upon request.