

# SHAHZAD AHMAD

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## **OBJECTIVE:**

Seeking a Financial Analyst & Accounts Specialist, HR abilities Position to work with passion and zeal in growing environment where I may exercise and practice my Skills, Knowledge Abilities and qualification ensuring long term Professional skill development & enhanced Career path.

## **SUMMARY:**

- Assistant Manager Internal Audit at MCR GROUP - Franchisee of Pizza Hut - Burger King - Pakistan in north region.
- Objectively assess a company's IT and/or business processes.
- Assess the company's risks and the efficacy of its risk management effort.
- Evaluate internal control and make recommendations on how to improve.
- Cost Controller at MCR GROUP - Franchisee of Pizza Hut - Burger King - TGI Fridays Pakistan in Central north region.
- Evaluating effectiveness of system wide SOPs.
- Petty cash audit once every week of Central north region comprising 27 Pizza-hut units and 1 Burger King.
- Costing of food items, updating rates in Product Cost Analysis.
- Reporting to Management regarding Risk Management, Internal Controls and Compliance issues.
- Monthly scheduling & supervision of audit at Central Warehouse, Central Commissary (Meat / Chicken Processing, Bakery, Cold Storage), Printing press and outlet stores (Restaurants).
- Preparation of Bank Reconciliation Statement.
- Ensure that the organization is complying with relevant laws and statutes.
- Petty cash Audit and reconciliation.

## **PROFESSIONAL EXPERIENCE:**

- Having 1.5 Year experience as Accountant with Family Hospital M.B.DIN Punjab Pakistan.
- Having 1.5 Year experience as Lecturer Commerce the Reader College M.B.DIN Punjab Pakistan.
- Having 2.5 Year experience as HR Assistant Pizza Hut Lahore Punjab Pakistan.
- Having 1.5 Year experience (CSO & Teller) with Mobilink Micro Finance Bank M.B.DIN Punjab Pakistan.
- Working with Chenab Residencia (PVT) Limited Co. M.B.DIN Punjab Pakistan as Accountant From ,04-01-2022 to 03-09-2023 Till Date.

## **Responsibilities:**

- Maintain full and accurate accounting records of Clients.
- Preparation of Bank Reconciliation Statement.
- Participate in Audit Planning.
- Holding discussions with clients regarding various accounting issues.
- Identifying shortfalls or gaps in processes Identifying shortfalls or gaps in processes.
- Demonstrated leadership skills and competencies.

### **Personal attributes & Skills:**

- Equipped with the knowledge of IASs, IFRSs, ISAs.
- Equipped with the knowledge and hands on experience in MS Word, Excel, Power point and software.
- Equipped with the knowledge and hands on experience in different accounting software's Quick book online, Tally, Fox Pro & ERP.
- Equipped with the Knowledge and hand on experience in Banking T24 Software, American software, odd Software, etc.
- Demonstrated capacity to work effectively in a team.
- Demonstrated leadership skills and competencies.
- Strong mathematical and analytical skills.

### **Expertise:**

- Financial Analyst.
- Account Specialist.
- Good Team leader.
- Rapport-building.
- Time-management.
- Problem-solving.
- Professional Skill.
- Achieve Goal.
- Quick learner.

### **Languages:**

- English.
- Hindi.
- Urdu.
- Punjabi.
- Arabic.

### **Education:**

<b>Degree</b>	<b>Major</b>	<b>Year</b>	<b>Institute</b>
MBA	Finance, HR	Feb 2020	Abasyn University Islamabad, Punjab Pakistan.
B.com	Commerce & Administration	2016	Govt. University of Sargodha, Punjab Pakistan.

### **Address:**

**UAE** (United Arab Emirates)