



# TAIMOOR HAFEEZ

## ASSOCIATION OF CHARTERED CERTIFIED ACCOUNTANTS

### WORK EXPERIENCE

#### CROSS BORDER ACCOUNTING SOLUTIONS

DEC 2022- JAN 2024

- **Account Payables:** Generated forecasting models to predict supply and demand, using results to inform purchasing decisions. Processed and managed invoices and credit notes ensuring accurate and timely payments to vendors.
- **Account Receivables:** Prepare comprehensive financial reports, including aging analysis and collection forecast providing crucial insights for the management team to make informed decisions.
- **Cash flow management:** Implemented robust cash flow analysis to forecast inflows and outflows, enabling proactive planning and optimal funds utilisation.
- **Bank reconciliation:** Conducted regular bank reconciliation to ensure the accuracy between the bank statement and financial records. Investigate and resolved the discrepancies between internal records and the bank statement. Manage Credit card reconciliation, cross verifying transactions to maintain precise financial records.
- **Financial reporting:** Responsible for the accurate and timely preparation of the monthly and the yearly financial statements and ensuring compliance with regulatory requirements.
- **Analysis:** I demonstrated strong analytical skills and attention to detail while maintaining accurate records and supporting the financial operations of the company.

### EDUCATION

#### Punjab College Ayub Park Campus 2017-2019

ICS (Maths, Computer, Statistics)

#### Skans school of accountancy 2020-2023

Association of Chartered Certified Accountants, London UK

- Knowledge module: F1, F2, F3
- Skill module: F4, F5, F6, F7, F8, F9
- Professional module: SBR, SBL, AAA, ATX-UK

### PROFESSIONAL EXPERIENCE

Equipped with an ACCA qualification, I bring a strong foundation in accounting principles and a commitment to professional development. I am eager to apply my knowledge and skills to contribute effectively to your organization. I have demonstrated proficiency in financial analysis, auditing, and utilizing accounting software, and I am eager to further develop these skills while contributing to the success of your team.



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Visa status: Employment



Dubai, United Arab Emirates

### SKILLS

- Bookkeeping
- Taxation
- Data Entry
- Data Analysis
- Cost Management
- Financial Management
- Financial Accounting
- Accounting Softwares

### LANGUAGES

- English
- Urdu
- Punjabi
- Hindi