

MALIK BASHIR IQBAL

DOB: 10th July 1978; Languages: English & Urdu, Arabic
RIYADH- KSA, Phone: (M) 0096654-1201246 Email: bashirawan@gmail.com

FINANCIAL ACCOUNTANT with expertise in financial reporting, planning and budgeting

PROFILE

A versatile, analytical and hardworking Finance Professional with **over 15 years'** of experience in accounting and finance responsibilities. such as

AREAS OF EXPERTISE

- ❖ preparation of financial statements,
- ❖ fin. accounting & Variance Analysis
- ❖ Fin. Consolidation bus. modelling,
- ❖ Internal audit
- ❖ VAT & Zakat Calculation

In addition, a high level experience in handling ERP like Oracle, Microsoft Dynamics and SAP Cloud Management.

"Above all is the VISION which makes the difference"

EXECUTIVE SYNOPSIS

- Highly accomplished finance professional with **15+ years** of multifaceted experience in
 - ❖ Financial Reporting
 - ❖ Financial Accounting
 - ❖ Financial Analysis
 - ❖ ERP
 - ❖ Financial Modelling
- Possessing valuable insights, keen analysis and team approach to implement best practices to achieve business excellence.
- Adept at working in high-pressure environments with strict deadlines and multiple deliverables.
- Proven skills in enhancing overall administration. Well versed with efficiently handling all activities involving **Resource Planning, In-process Inspection, Team Building, and Coordination with Internal Departments.**
- Extended expertise in analyzing existing systems and procedures, designing internal control systems and facilitate effective decision-making.
- Demonstrated ability to manage human and financial resources towards achieving stated targets and goals, to lead, motivate and provide effective guidance to a team of professional and support staff.
- Superior communications and interpersonal skills, multitasking with an ability to interact with a wide range of people.

PROFESSIONAL EXPERIENCE

	DESIGNATION	PERIOD/ DURATION
RAWA AL AFAQ TRADING CO. Authorized Distributor to BeaconMedaes®, part of the Atlas Copco Group	Accounting/ Finance /Treasury Senior Accountant	(Nov.2025 - Date)

- ❖ Managing financial reporting in compliance with IFRS and local regulatory standards..
- ❖ Managing over all accounting functions: Maintaining and balancing subsidiary accounts by verifying, allocating, posting, reconciling transactions; resolving discrepancies
- ❖ Implementing and monitoring internal controls to prevent fraud and ensure financial accuracy.
- ❖ Leading the budgeting and forecasting processes, including cash flow management.
- ❖ Preparing consolidated financial statements and overseeing subsidiaries' financial reporting.
- ❖ Collaborating with external auditors to manage statutory audits and address audit findings.
- ❖ Conducting risk assessments related to financial operations and compliance.
- ❖ Overseeing payroll and payables processes to ensure timely and accurate disbursements.
- ❖ Communicating variance analysis to senior management and the board.

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	DESIGNATION	PERIOD/ DURATION
Media Gates Saudi Ltd. The company deals in production and broadcasting Arabic TV programs	Accounting/ Finance /Treasury Senior Accountant	(Oct. 2014 – Oct'2024)

- ❖ Financial statements, Management reports & Treasury functions: Prepare financial & regulatory reports required by laws, regulations and boards of directors.
- ❖ Managing over all accounting functions: Maintaining and balancing subsidiary accounts by verifying, allocating, posting, reconciling transactions; resolving discrepancies
- ❖ Maintains general ledger by transferring subsidiary accounts; preparing a trial balance; reconciling entries. Liaison with external auditors for annual audit.
- ❖ Summarizes financial status by collecting information; Consolidation, Budgeting, Forecasting & Financials Analysis of subsidiaries. Preparing balance sheet, P&L, and other statements
- ❖ Account Receivables: Entering Customer Invoices, following payments, entering and updating the customer receipts, and preparing the various Account receivable reports.
- ❖ To ensure proper arrangement of funds for Working Capital Management. Handling & follow up Collections & pmts. manage the Accounts Payables, F/Assets, "Payroll" related
- ❖ Responsible of processing and issuing employee's payments, statements of earnings, deductions, computing other benefits and entering data in to the system.
- ❖ Act as a liaison between expense accounting and other functional units to facilitate expense variance analysis, expense assignments and expense budgeting.
- ❖ Preparation and reporting of income and expense forecasts to senior management.
- ❖ Monitor employees' payables, benefits accruals and payments.

**El Concorde Saudi Construcion Riyadh
Haji Abdullah Alireza & Co. Riyadh (Gentec)**

May 2012 to Aug 2014
(Sep'08 – Aug. 2011)

Job role: GL. Accountant

Key Deliverables:

**Financial Reporting
Preparation of Final
Accounts**

- Maintenance and management of general ledger and books of accounts.
- Responsible for Accurate and timely preparation & presentation of management and statutory accounts meeting the standard company practices.
- Ensuring Weekly and fortnightly closing and its dispatch to the Head Office.
- Monthly and annual consolidation of profitability balance sheet management and variance analysis

**Financial Analysis &
Decision Making**

- Working in close liaison with the Comptroller of Accounts and accounting team in the Financial analysis of different projects.
- Responsible for Calculation of business analysis (Comprising trends of sales, direct & indirect costs, operating and other expenses & incomes ind.& collectively.

**Budgeting,Forecast-
ing & Profit Planning**

- Preparation & compilation of budgets i.e. project budgets (direct & indirect budget), branch operations costs.
- Formulation of projected income statement on basis of previous performance
- Cash budgets formulation using 'cash receipts and disbursement method' ensuring maintenance current & liquid ratios.

Mar. 05 – May. 08

Ammar Textiles Ltd. Lahore

Sr. Accountant.

Nov. 03 – Jan. 05

Freight Systems Co. Ltd (LLC)

Finance Executive

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Brief Job Description

- Supervised branch accounting transactions on computerized system.
- Ensured smooth flow of record submission with the head office.
- Cash Flows, bank processing, sales reports, invoicing, cost accounting.

Contributions & Accomplishments

- Prepared, Analyzed and processed suppliers and clients documents.
- Established ageing analysis procedures and hence recovered long due credits.
- Supervised financial accounts and records and prepare sales tax and income tax returns from accounting records and provide tax advice.
- Setup complete accounting system at new branches of the company in other cities.
- Conducted an internal audit process before the final audit for first time.
- Administered Export, import, custom clearance, local sale, and procurement.
- Monitored sources and application of funds for expansion of existing project and capital expenditure
- Dealt with banks, other financial institutions and insurance companies.

Mar. 02 – Sep. 03

Yasar Textile Industries

Assist. Accountant.

- Supervised branch accounting transactions on computerized system.
- Ensured smooth flow of record submission with the head office.
- Cash Flows, bank processing, sales reports, invoicing, cost accounting.

Computer Skills

- Extensive at-hand knowledge of SAP – MS Dynamics 365 - QuickBooks software used. Equipped & skilled to use Microsoft Excel, Word & Accounting Software.
- Excellent proficiency level to learn and adopt in any system.

Professional Development

Attended a course on 'Seven Habits of Highly Effective People' conducted by trainers from Franklin Covey Inc.

Personal

- Marital Status Married
- Nationality Pakistani
- Passport Number AT3843302
- Language Fluency Urdu, English, Arabic
- Iqama Status Transferable

Other Remarkable Information

- ❖ Ability to implement account from the beginning
- ❖ Well experienced in employee benefit scheme.
- ❖ Fluent in English and Arabic,
- ❖ Ability to work under pressure
- ❖ Supervisory skills and learn new things quickly
- ❖ Interested in Team work
- ❖ Saudi Driving license holder

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EDUCATION

M. B. A. Banking & Fin.	University of the Punjab Lahore, Pakistan	1999-2001
M. A. (Economics)	University of the Punjab	2004-2006
A.C.M.A Foundation Course	Inst. of Cost & Management Accountants	2000



(MALIK BASHIR)
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