



EHTASHAM UDDIN

More than 5 Years' Experience of Exhibition, Software Industry Sector & 8 Years' Teaching Experience.

Current Position:

NUML (visiting Faculty Member) also associated with IBA as visiting Faculty Member.

Previous Position:

Finance Officer at Intelligenes

Career Objective:

To pursue a highly challenging career in the field of Finance, Accounts & Taxation where I would apply my knowledge, experience and ideas to develop high caliber professional skills and effective management technique by proactive research and development activities to ensure protection of interest of industry.

Personal Information

Address: House No. C-02 Street #9 Ill Chapal Sun City Scheme 33Gulzar- e- Hijri Karachi.

Cell No: 0335-1287488

Email: ehtasham.uddin@hotmail.com

Date of Birth: 16-July-1989

NIC # 42201-5469776-3

Communication Skills:

- 1 -English (Speak, Write & Understand Level: Good)
- 2- Urdu (Speak, Write & Understand Level: Excellent)

Qualification:

- Master in Management Science (In process)/MAJU
- CMA (Qualified)/Institute of Cost & Management Accountant of Pakistan (ICMAP) & Master of Commerce
- Master in Computer Science/MAJU
- B.Com/ University of Karachi
- I.COM/ National College

Skill, Knowledge, Specialties & Competencies:

- Excel (Look-Up, Match, Index, Pivot Table, What If Analysis (Goal Seek, Scenario Manager, Data Table), Logical Function (IF, AND, OR), Text Function. Financial Function (PV, NPV, IRR), Graphical Presentation (Conditional Formatting, Graphs, Charts), Developer Tools (VB & Macros)
- ERP Fox Pro Software
- ERP Tally 9: End User Knowledge of Basic Structure, Segment, Value Sets, Journals (Formula, Skeleton, Standard, Journal Entries, Trial Balance & Financial Statements) Filing of Monthly Sales Tax Return through IRIS
- Software (FBR, SRB) Designed ERP Software based on
- Industries Exhibition Sector, Software and IT Sector
- Complete MIS & Financial Reporting (Balance Sheet, Profit & Loss Account, Cash Flow Statement, and Statement of Changes in Equity) as per applicable accounting standards. Budgeting & Forecasting, Financial Analysis, Fixed Asset Management & Controlling

% of Knowledge & Software Skills



- ERP-Tally 9
- Microsoft Excel
- Microsoft Word
- Microsoft Power Point
- C/C++/VB Programming in Excel
- Quickbook
- Iris Software

Total Years of Experience



Professional Experience

More than 5 year of experience in the Finance & Accounts of Financial Services, IT Industry Promotion & Exhibition Industry of Pakistan. My responsibilities mainly include work on complete finance, costing, budgeting, research & management analysis.

Finance Officer – Intelligenes

Company Profile: Intelligenes is an IT Services company that has cutting edge methodologies, globally comparable cutting edge technical and consulting skill levels, and a unique value proposition. We are able to deliver total end to end IT solutions for our clients

Worked as Finance Officer (From September 2015 to August 2017) Primary Duties & Responsibilities include:

- To implement accounting principles to designing financial processes of the organization, selecting accounting systems, liaising with external auditors, and ensuring that there are no gaps or oversights in existing processes.
- To make strategic and financial plans that forecast what financial results (sales and expenses) will look like in future periods.
- Role of Treasury is to make sure that the company doesn't run out of cash Responsible for selecting between the various uses of capital, or capital projects.
- To track these benefits over time to determine whether the use of capital was as effective as originally anticipated Approving and processing budget and journal entries based on published guidelines
- Reviewing internal audits conducted across departments to help address business/financial process
- Deficiencies providing expertise on accounting and tax issues
- Investing and financing decisions in short and long term Costing & Budgeting exercise
- Implementation of internal control

Badar Expo Solution

Company Profile: Badar Expo Solutions Pvt. Limited is Pakistan's # 1 Event and Design Solutions Provider with over 10 years of experience in Event Management. With over 400 large scale projects on our profile.

Worked for 1 years as Accountant and responsible for:

- Preparation of all types of vouchers (Receipt, Payment & Petty Cash) and complete up-to adjusting, closing and trial balance through ERP;
- Preparation of Bank of Bank Reconciliation
- Handling petty cash with recording in double entry cash book maintained in Microsoft Excel
- Preparation of Cheques along with payment Reconciliation Statement, Handling cash & funds including bank dealings; detail through OAS (ERP).
- Preparation & Checking of Payroll Sheet & Bank transfer. System development for effective operations in (ERP); Monitoring invoice payment and recording in (ERP);
- Preparation of Cheques along with payment detail through (ERP). Liaison with Supplier and handling all supply chain matters;
- Preparation and submission of different reports as per Management Instruction; Drafting, preparation of different reports, memos & external correspondence
- Develop auditing procedures; analyze Financial Statements to pinpoint potential weak areas. Prepare Financial Analysis Report, in the form of Horizontal, and Vertical Analysis.

Remarkable Achievements & Awards & CPD Certificates

- Successfully completed Training Workshop on Advanced Excel
- Successfully learned and implemented ERP