

Manzoor Shakeel

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Visit Visa: 2 Months till 16th April, 2024



CAREER OBJECTIVE

Highly motivated and detailed oriented Professional Accountant with over 1.5 years of experience in accounting and finance, seeking a challenging and responsible position within a company offering an opportunity for professional growth and career advancement. Proficient in various accounting software and have excellent knowledge of financial analysis. Aiming to utilize my strong problem-solving skills and commitment to accuracy to assist with the company's financial operation and contributing to organizational success.

Qualification

ACCA FINALIST (ASSOCIATION OF CHARTERD CERTIFIED ACCOUNTANT)	2021-2023
B.C.O.M (BACHELOR IN COMMERCE)	2019-2020
INTERMEDIATE	2017-2018
MATRIC	2015-2016

Work Experience

Have work experience of thirteen-month with Vertex Management Solutions. I have worked at various levels mainly been part of an accounting team providing accounting services to a different organization. I have five-month experience of UK based accounting firm where I do company year-end accounts and company and individual personal tax returns.

Responsibilities

- Prepares asset, liability, and capital account entries by compiling and analyzing account information.
- Answers accounting procedure questions by researching and interpreting accounting policy and regulations.
- Maintains accounting controls by preparing and recommending policies and procedures.
- Maintains customer confidence and protects operations by keeping financial information confidential.
- Investigating irregularities in financial records to determine whether any accounting inaccuracy has occurred.
- Provide a qualitative and quantitative evaluation based on empirical data findings.
- Processing income statement, balance sheets and other management accounts reports, under the supervision of the Senior Accountant.
- Conduct and attend regular meetings with senior management to share financial findings.