



Muhammad Hassan Khan



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Flat no 14 Bld no 40 Road no 302 Block 103 Busaiteen, Bahrain.

EDUCATION

- **ACFMA** (Certified Financial & Management Advisor)
- **CIA-W** (Certified Internal Auditor)
- **M.COM** (Masters in Commerce)
- **CPA UK** Certified Public Accountant)
- **CMA-US** (Certified Management Accountant)

EXPERIENCE

AlFouz Audit & Finance Consultancy Al Seef, Bahrain 10/2025~Present

Auditor

- Conduct statutory audits under Bahrain Commercial Companies Law and IFRS for SMEs and family-owned entities.
- Perform audit planning, risk assessment, materiality determination, and financial statement review.
- Review internal controls and issue audit reports and management letters
- Perform forensic accounting procedures, including fraud investigations, transaction tracing, and analysis of irregularities to support litigation and dispute resolution.

Reliable Trade Pvt. Ltd Karachi, Pakistan 12/2023~5/2025

Senior Accountant

- Compiled and analyzed financial statements (P&L, Balance Sheet, Cash Flow) to support strategic business decisions.
- Oversaw the complete accounts payable/receivable and inventory management cycles, enhancing accuracy and timeliness.
- Performed month-end closing activities, including bank and GL reconciliations, ensuring the integrity of financial data.
- Produced aging reports and managed customer discount verification to protect profit margins and revenue.
- Utilized a suite of accounting software (Oracle, QuickBooks, Access) for efficient financial operations and reporting.

Husnain Associate (Chartered Accountant) Pakistan / Saudi Arabia 03/2021~12/2023

Senior Auditor

Audit & Assurance

- Led external audit engagements for diverse clients, including a 10-month secondment to Riyadh, KSA, to manage international audit assignments.
- Identified and assessed areas of significant financial and operational risk, collaborating with managers to address complex judgment areas.
- Prepared detailed audit working papers and reports using Caseware and Daleel, ensuring clear documentation of findings and compliance with standards.
- Conducted quarterly internal audits, testing controls over inventory, sales, and fixed assets to verify policy compliance.

Accounting & Financial Management

- Managed the complete fixed asset life-cycle, including register maintenance, depreciation calculation, and audit verification.
- Executed month-end closing procedures, performing bank and general ledger (GL) reconciliations and generating aging reports.
- Verified and processed vendor invoices, ensuring accurate GL coding and adherence to payment terms.
- Software: SAP ERP, Oracle, QuickBooks (Online & Desktop), Tally, Climax.

S.M Rehan & Co. Of Chartered Accountant

Karachi, Pakistan

09/2018~03/2021

Senior Auditor

- Planned and executed external audit procedures, documenting work in detailed working papers and formal audit reports.
- Served as the primary day-to-day contact for clients, facilitating seamless coordination and information flow.
- Identified and reported on high-risk areas and key judgments to engagement managers, supporting strategic audit decisions.
- Contributed to all audit phases, from planning and risk assessment to the evaluation of internal controls.

Al- Zeeshan Enterprises

Karachi, Pakistan

05/2016~05/2018

Account Coordinator

- Oversaw accounts receivable, including invoice processing, payment monitoring, and recovery efforts to minimize debt and optimize cash flow.
- Performed monthly bank and general account reconciliations, ensuring the accuracy of financial data.
- Drafted professional client communications and collection letters to support payment collection activities.
- Prepared and submitted various marketing and financial reports for management review.



Computer Skills and Other Abilities

Sr.	Skills & Abilities	Proficiency Level
1	Word Processing	Excellent
2	Spread Sheet	Excellent
3	Tally -9 Software of Accounting	Excellent
4	Quick book	Excellent
5	SAP	Excellent
6	Audit Software	Excellent



ADDITIONAL INFORMATION

- **Languages:** Fluent in Urdu / Hindi, English
- **Marital Status:** Single
- **CPR:** 980851211
- **Religion:** Islam
- **Interests:** Culture, Travel, Photography, Body building