

KAMRAN SHAIKH



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OBJECTIVE

- ☞ To contribute strong leadership and interpersonal skills, as well as highly applicable experience along with unique drive for excellence and success leading towards organizational and personal growth.

PROFILE

- ACPA – (Associate of the Certified Public Accountants Association –UK), ACCA Part qualified (Association of Chartered Certified Accountant - UK), Certificate in International Auditing (CertIA from ACCA), Certified Financial Consultant –Canada, and Master of Commerce with more than 14 years of experience with professional accountancy and audit firm and real estate group of companies & Hotel industry.
- Familiar with audit & accounting software.
- Effective senior member having capability to navigate the team comprising members from diverse backgrounds towards the strategic needs of the organization.
- Resourceful and creative problem-solver with proven aptitude to analyze complex reporting requirements and business problems, and design/implement innovative customized solutions.
- Motivated achiever who continuously exceeds goals and capable enough to meet strict deadlines under highly pressurized environment.
- Articulate communicator who can fluently speak the languages of both the people and business, blending technical expertise with exceptional interpersonal skills.

 **WORKED GLOBALLY, IN MORE THAN 6 COUNTRIES, KINGDOM OF BAHRAIN, REPUBLIC OF DJIBOUTI, MOZAMBIQUE, ANGOLA, ETHIOPIA & PAKISTAN.**

KEY DELIVERABLES

- Month end revenues reports with strong emphasis of past, current and future performance analysis.
- Draft Financial Statements along with Covering and Representation Letters
- Trial balance / Engagement Letter
- Proposals for prospective clients/ engagements
- Management Letters / Internal controls Memorandum / Financial analysis & ratios

PROFESSIONAL QUALIFICATION & MEMBERSHIP

- ☞ ACPA – (Associate of the Certified Public Accountants Association –UK)
- ☞ ACCA Part qualified - ACCA, “Association of Chartered Certified Accountants (UK).
- ☞ Certificate in International Auditing – (CertIA) – from ACCA -UK
- ☞ Certified Financial Consultant (CFC) from Institute of Financial Consultant – Canada.
- ☞ Passed Module “A” Examinations of Institute of Chartered Accountants of Pakistan.

ACADEMIC QUALIFICATION

- ☞ Master of Commerce (M. Com) from University of Sindh - Pakistan.
- ☞ Bachelor of Commerce (B. Com) from University of Sindh - Pakistan.
- ☞ Higher School Certificate (H.S.C) (Pre-Engineering) from Hyderabad - Pakistan.
- ☞ Secondary School Certificate (S.S.C) (Science) from Hyderabad - Pakistan.

CERTIFICATIONS & DIPLOMAS

- ☞ Certificate of International Expert Certified Assessment Test Score (E.C.A.T.S) from Handrov Africa Limited – Nairobi, Kenya.
- ☞ IELTS with six (6) band.
- ☞ Diploma (2 Years) in English language from Pakistan American Cultural Centre (PACC).
- ☞ Special Diploma in English language from National University of Modern Languages, Islamabad (Formerly: National Institute of Modern languages).

1 - PROFESSIONAL EXPERIENCE – KINGDOM OF BAHRAIN

(July 2017 to date)



Lulu Tourism Company B.S.C (Real Estate Business) - (Mouawad Group of Companies), including, “Reef Resort (Hotel Business), Reef Club House & Lagoon (Hospitality business), Thimar Reef Company –(Restaurants), Reef Facilities & Management Company.

Currently working as, a **“Corporate Revenue Manager”**. Responsibilities include active involvement in the following:

- Preparing revenue reports of all the group of companies with strong emphasis on past, current & future performance analysis.
- Analyzing financial data & accounts of the Group of Companies with appropriate procedures.
- Preparation of revenues & expenses analysis & graphs on monthly basis for the group of companies.
- Analyze financial data & prepare analytical graphs & detailed analytical review with reasoning and comments for variances in each account on month to month basis & annually.

2 - PROFESSIONAL EXPERIENCE – KINGDOM OF BAHRAIN



MAZARS (Chartered Accountants) Bahrain – Worked as an **“Assistant Manager”** from December 2016 to June 2017. I was responsible for all the facets of audits assigned from initial planning through the conclusion of the examination and issuance of report, including preparing audit budget & direct report to Managing Partner.

Responsibilities included active involvement in the following:

- Planning the audit engagement including assessment of engagement risk, management of audit staff, preparation of time budgets, identification of accounting and internal control weaknesses, assessment of risk at each account balance and potential error level and

- developing the audit program;
- Finalization of audit including review of financial and operational performance of the clients and investigation of significant ratios and trends to achieve overall audit satisfaction;
- Reporting on internal controls and preparation of financial statements in light of statutory requirements and relevant professional guidelines.
- Carrying out the jobs in accordance with Mazars audit approach with specific responsibility for the concluding phase of the assignments.
- Reporting directly to Managing & Audit Partners.
- Reviewing the audit file and working papers for onward review.

Determine that all reports to be issued reflect the work performed and meet the reporting and auditing standards of the Firm and the profession.

List of major companies in Bahrain where I have involved in audit are as follows:

- Dwp Bahrain Company W.L.L
- Sara For Buildings Materials
- Consulum Bahrian Co. SPC
- Bahrian Cityneon & Group of companies
- Vogue Botique & Meemo Space Boutique

3 - PROFESSIONAL EXPERIENCE – REPUBLIC OF DJIBOUTI

(March 2015 to November 2016)

SCP RAMZI ET MELAKU Audit, Tax, Advisory (Partnership firm between Grant Thornton Yemen & Grant Thornton Ethiopia) – worked as **Audit Manager**. I was responsible for all the facets of audits assigned from initial planning through the conclusion of the examination and issuance of report, including preparing audit budget & direct report to Managing Partners of GT Ethiopia & GT Yemen.

List of Companies in Djibouti where I have involved in audit, would be provided on request.

4 - PROFESSIONAL EXPERIENCE - MOZAMBIQUE

Grant Thornton Mozambique

A member firm of



Grant Thornton

**September 2009 to
February 2015**

I have worked with Grant Thornton Mozambique as **Audit Manager**. During my tenure, I got professional exposure in respect of Audit & Related Financial Services and other related services while complying with International Financial Reporting Standards, International Accounting and International Auditing Standards. Responsible for all the facets of audits assigned from initial planning through the conclusion of the examination and issuance of report.

List of Companies in Mozambique & Angola where I have involved in audit, would be provided on request.

5 - PROFESSIONAL EXPERIENCE – GRANT THORNTON PAKISTAN

Anjum Asim Shahid Rahman
Chartered Accountants – Pakistan

A member firm of



**June 2004 to August
2009**

I have worked in the capacity of **Audit Senior** in the Business and Assurance Division directly reporting to Senior Manager and Partner, responsible for all the facets of audits assigned from initial planning through the conclusion of the examination and issuance of report.

List of Companies in Pakistan where I have involved in audit, would be provided on request.

CONTINUING PROFESSIONAL DEVELOPMENT – (CPD)

I have attended several workshops and trainings for personal and professional development, and presented trainings in Mozambique, Ethiopia, Djibouti & Pakistan, details would be provided on request.

COMPUTERS, SOFTWARES & OTHER SKILLS

I can efficiently use the following software's for engendering business & financial reports:

- Familiar with accounting software, CompuEx, Primavera, Tally etc.
- Grant Thornton Voyager (Audit Software) - for planning, executing, summarizing and reporting phases;
- Grant Thornton Explorer & AuditCARE (Audit Software)– for planning, executing, summarizing and reporting phases;
- Completed CCPT (Course of Computer Practical Training) course from School of Business Studies (SBS) Karachi - Pakistan, as required by Institute of Chartered Accountants of Pakistan.
- Microsoft Excel, Microsoft Word, Power point

PERSONAL INFORMATION

Father's name	Inamuddin Shaikh
Religion	Islam
Date of Birth	May 07, 1977
Marital status	Married
Nationality	Pakistani
Languages (fluent)	English and Urdu
Passport No	CG5194253
Bahrain Visa Status	Holding Bahrain visa & CPR

REFERENCES

Will be furnished on request

AVAILABILITY

One month notice period