

MUHAMMAD TAHIR

Email: m_tahir55@ymail.com

Cell: +97337221889

Manama, Bahrain.

SKILL SUMMARY

More than three years of experience in the Audit and Assurance Division of a reputable audit firm in the Kingdom of Bahrain, directly reporting to Managers and Directors. During my association with the firm I have executed statutory audits and other special assignments for more than 50 different clients, spread across various sectors.

PROFESSIONAL QUALIFICATION

- Association of Chartered Certified Accountants (ACCA- Member)-UK

ACADEMIC QUALIFICATION

- Bachelor of Commerce (B.Com) – Karachi University, Pakistan
- Intermediate in Pre-engineering – Intermediate Board of Education of Karachi, Pakistan.
- Matriculation – Secondary Board of Education of Karachi, Pakistan.

JOB HISTORY

Senior Auditor

Grant Thornton – Bahrain

A member firm of Grant Thornton International

From February 2019 to Present



Auditor

Grant Thornton - Bahrain

A member firm of Grant Thornton International

From November 2016 to 31 January 2019



Audit Assistant

Grant Thornton – Pakistan

A member firm of Grant Thornton International

From June 2016 to October 2016



JOB PROFILE SUMMARY

- Independent execution of final audit from planning stage to preparation of financial statements as per IFRS.
- Independent execution of interim audit from planning stage to preparation of reports.
- Preparing and presenting audit report, report on internal control weaknesses and ensure compliance with local statutory regulations and International Financial Reporting Standards.
- Consolidation of group companies, auditing and preparation of financial statements as per IFRS.
- Execution of external audit with the use of audit software Voyager which is implemented in GT member firms internationally.
- Combination of Companies from planning stage to preparation of financial statements.
- CBB compliance testing.

- AML and CFT reviews
- Agreed upon procedures assignment.
- Assessment of engagement risk, 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 analysis of financial statements and investigation of significant ratios and trends to achieve overall audit comfort.
- Critical review of the clients' system of internal control and highlighting deficiencies, if any.
- Preparation and drafting of final reports and other correspondences with the client.
- Has been part of team for IFRS implementation of IFRS16, IFRS 9 and IFRS 15.

Following are the **major assurance engagements (executed as Job-In charge)** in various sectors that have contributed to my professional growth:

| # | Client Name | Industry / Sector / Type |
|----|--|------------------------------------|
| 1 | Medgulf Takaful B.S.C. (c) | Insurance |
| 2 | Al Hadaf Insurance | Insurance Broker |
| 3 | Gulf Electronic Management Systems (GEMS) | Insurance claims management |
| 4 | Invita Claims Management Company | Insurance claims management |
| 5 | Ibn Al Nafees Hospital | Hospital |
| 6 | Ibn Rushd Medical Units Management S.P.C | Specialized hospital |
| 7 | Indian Ayurvedic Hospital | Specialized hospital |
| 8 | Wellness Health Care | Specialized hospital |
| 9 | International Medical city | Specialized hospital. |
| 10 | Haffadh Specialized Dental Hospital | Dental Hospital |
| 11 | Ahmed Isa Construction | Construction Company |
| 12 | Sun Middle East Contracting Co. S.P.C. | Construction Company |
| 13 | Future Factory | Blocks and ready-mix manufacturers |
| 14 | Ahmed Isa Block Factory | Blocks and ready-mix manufacturers |
| 15 | Deebil Fish | Sea food importer and exporter |
| 16 | Bayader Company for Restaurant Management S.P.C. | Restaurant Management Co. |
| 17 | Smart Eating | Restaurant |
| 18 | GDREC | Real Estate |
| 19 | AMFA Car Rent Co. W.L.L. | Car rental |
| 20 | Al Ahlia Bahrain B.S.C. (c) | Investment business |
| 21 | Deloitte Corporate Finance Advisory Limited | Financial services |
| 22 | 01 Systems W.L.L. | Software and Hardware |
| 23 | Asar Al-Ruwayeh Attorneys and Legal Consultants | Legal consultants |
| 24 | Asma Furniture | Furniture retailer |
| 25 | Olive V.F.M. W.L.L. | Facility support |
| 26 | Capital Union Bank | Investment Bank |
| 27 | Middle East Retail Company KSA L.L.C. | Kids toys and clothes retailer |

CONTINUING PROFESSIONAL DEVELOPMENT

- Attended various CPD seminars organized by The Association of Chartered Certified Accountants (ACCA).
- Attended a training course conducted by Grant Thornton Bahrain- Chartered Accountants on Audit Techniques., Grant Thornton Voyager (Control Assessment and Risk Evaluation Software) and Effective and Efficient Audit.

PROFESSIONAL SKILL

- Self-motivation, determination and confidence.
- A keen interest in the financial system.
- Ability to work to deadlines, under pressure.
- Ability to work on my own initiative and as part of a team.
- Interpersonal and communication skills, including good presentation and report writing skills.

IT SKILLS

- Extensive use of Microsoft Office (Excel, Word, PowerPoint and Outlook) for the generation of business reports, information analysis, preparation of budgets, general correspondence, and presentations.
- Hands on Experience in Tally, Oracle and other financial accounting tools.

BILINGUAL SKILLS

- English
- Urdu

PERSONAL INFORMATION

Date of Birth: 12 December 1989

Marital Status: Single

Nationality: Pakistani