

ZEESHAN



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ABU DHABI, UAE



FINANCE MANAGER

Accurate and performance-driven Finance Manager with an extensive 4+ years of experience in being in charge of all financial functions within the company. Adept at managing finance teams, monitoring financial operations, conducting cash flow forecasts and financial strategies and generating reports and analysis. Effective communicator with great time management skills and well-developed analytical abilities. Proficient in following technical skills:

SKILLS

- Strategic and financial planning
- Statistical data analysis
- Financial controls
- Problem solving
- Interpersonal communication skills
- Adaptability
- MS Office
- Cash flow forecasting
- Monthly reporting
- Financial reporting

PROFESSIONAL EXPERIENCE

ASSISTANT

SONARI BANK

June 2021-June 2022

[Lahore, Pakistan]

- Prepare annual and monthly financial reports
- Provided Management Information reports such as Cash Flow, Fund Flow, Interim Profit, and Loss Statements, Balance Sheet, Portfolio Reports
- Drafted budgets for the accounting year
- Manage month-end close activities

CASHIER

AL BARKA BANK

July 2020- May 2021

[Lahore, Pakistan]

- Responsible for the accounting and financial functions
- Responsible for the company's daily finance activities including cash and account receivables
- Developed financial forecasting
- Participated in the strategic and financial analysis of the company expansion plan
- Performed weekly, monthly and annual reports for finance

CASHIER
SADEEQ EXCHANG

March 2019-June 2020
[Sialkot, Pakistan]

- Prepare annual and monthly financial reports
- Conducted reports and reported findings to the senior finance manager and supported him with any task as required
- Proactively participated in team meetings
- Excellent communication skills

VOLUNTEER INTERN
UNIVERSITY OF GUJRAT
(STUDENT SERVICE CENTER)

May 2016- May 2017
[Gujrat, Pakistan]

- Promoted good behaviour by using the positive reinforcement method
- Use social media platforms and the university's website to promote student services and university information
- Coordinate and administers program activities
- Organize events with the collaboration of university different committee

EDUCATION

MASTERS IN FINANCE
LAHORE LEADS UNIVERSITY
Lahore, Pakistan

CGPA: 3.75

BACHELORS IN ACCOUNTING AND FINANCE
UNIVERSITY OF GUJRAT
Gujrat, Pakistan

2014- 2018

Major: Accounting and Finance **Minor:** Economics **CGPA:** 2.52

LANGUAGES

- **URDU**
 - Native or Bilingual Proficiency
- **ENGLISH**
 - Full Professional Proficiency