



# MUHAMMAD ALI

Entry Level Accountant

## About Me

Accounting graduate with a strong understanding of accounting principles and procedures. Proficient in Microsoft Excel and QuickBooks.

Seeking an entry-level accounting position where I can gain experience and develop my skills.



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Rasheedali336@gmail.com



Al Jaffiliya Dubai

## LANGUAGE

- English
- Urdu

## SKILLS

- Management Skills
- Ability to prepare journal entries.
- Knowledge of bank reconciliation.
- Ability to understand various financial statement.
- Microsoft Excel.
- Xero and Quick Books.

## EXPERIENCE

### Customer Service

#### Transguard Group-Dubai

2019-2024

- .Weekly discussion about the new schemes
- .Organization Skills
- .Provide appropriate solutions for customers
- .Complain Resolution

### Wealth Officer

#### MCB Bank- Pakistan

2017-2018

- Deals with Mutual Funds
- Investment Schemes
- Customer Services
- Assisted in the preparation of monthly, quarterly and annual financial statements

### Customer Service

#### Zong-Pakistan

2015-2016

- Customer service and Tele sales agent
- To provide customer satisfaction about their queries
- Grip on all products information about company packages

## EDUCATION

### Hazara University

Bachelor Of Commerce  
2012-2105

## HOBBIES

- Hiking
- Swimming