

SYED ALI ZEB BUKHARI

📍 Industrial Area 3 sharjah UAE

☎ 0506137937

@ syedalizebbukharii@gmail.com

🌐 Syedalizebbukharii@gmail.com



Self motivated banking and Accounting professional offering strong communication and quick thinking skills. Works effectively on teams,as well as independtly , in fast -paced enviornments with over 2.5 year cash handling and customer service and 2.5 year as An Accountant Experience.

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CONTACT

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PERSONAL DETAILS

Date of Birth : 28/07/1992
Marital Status : Single
Nationality : Pakistani
Passport : FC3349652
Gender : Male
Place : Sharjah UAE

SKILLS

Quick book. Ms Office (excel, word, PowerPoint)

LANGUAGES

English - Urdu - Hindi

ACHIEVEMENTS & AWARDS

Certification of campus brand Ambassador of FUUAST for one year with Entrepreneurship Development Institute. Sound Knowledge of Microsoft office all versions, esp. Microsoft Word Excel and PowerPoint.

OBJECTIVE

My objective is to work with full sincerity and devotion for the organization, where I can utilize and prove my knowledge, skills, my academic and work experiences efficiently and effectively to achieve goals and attain career growth in the organization

EXPERIENCE

Newzealand Electronics LLC sharjah

12-10-22 - Till Now

Accountant

Enter Company Invoice, Purchasing Invoice, Delivery Notes, Payment Voucher, Receipt voucher, Petty Cash, Main cash Book Maintain, Transit Manifest filling

MCB Bank

08-04-2019 - 09-07-2021

BSO

All type of cash handling, Account opening, Atm balancing, All type of vouchers include fees voucher, Bills, Cheque book issue recognition, Drafts,

Inspire institute Of Technology

05-01-2015 - 13-04-2017

Assistant Accountant

Assists senior accountants with all financial operation. Compiles weekly and monthly financial statements and reports. Prepares and analyzes balance sheet. Make journal entries. Handles the month end and year end closing process. Manages accounts payable and receivables. Uses popular financial software i.e Quick book. Collaborates with other members of the financial team. Follow all company policies and procedures. Adheres to finance laws and regulation

EDUCATION

FUUAST

2016

MBA (MS) Finance
B

Punjab University

2012

BCOM
C