

Contact Details Address:

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Personal Data:

Date of Birth: 14/08/1986 Nationality: Pakistan Visa Status: Employee Visa

Academic Qualifications:

• Master of Business Administration (Finance)

Agriculture University Peshawar - CGPA: 3.21

• Bachelor of commerce (Accounts)

Muslim college of commerce and management

Mosks persontages

Marks percentage: 63%

• Diploma in commerce: (Accounts)

Muslim college of commerce and management

Marks percentage: 67%

Malik Mohsin Ali

Dynamic and results-driven professional with extensive experience in management, accounting, trade finance, and banking operations. Proven ability to manage teams, handle complex transactions, and ensure compliance with regulatory requirements. Adept at financial reporting, account reconciliation, and cost management.

Professional experience:

Manager

Qasar Al Qasimiah Restaurant, Sharjah, UAE February 2024 – Present

- Manage all restaurant employees, ensuring smooth daily operations.
- Prepare daily closing reports and handle day-to-day restaurant tasks.
- Oversee inventory management and supply chain coordination.
- Ensure compliance with health and safety regulations.
- Develop and implement marketing strategies to increase customer base.
- Handle customer complaints and ensure excellent customer service.
- Train and mentor staff, ensuring high levels of performance and morale.

Senior Accountant Zameen.com, Pakistan June 2023 – December 2023

- Managed transactions related to apartments, villas, and homes for sale.
- Handled costing for all sales-related transactions and reconciled accounts daily.
- Managed records of accounts payable and receivables, PDCs, and transit accounts.
- Prepared financial statements and management reports.
- Conducted financial analysis to support decision-making.
- Ensured compliance with financial regulations and standards.
- Assisted in budgeting and forecasting activities.
- Coordinated with auditors for annual audits.

Trade Finance Officer (Export) SILK BANK LTD, Pakistan August 2019 – June 2023

- Handled all export-related transactions, including LC, collection, open account, and advance payment.
- Managed foreign currency transactions and arranged approvals from the state bank as required.
- Prepared monthly reports for the state bank related to trade and FC (ITRS).
- Issued export proceeds certificates to customers.
- Coordinated with clients and other banks to resolve issues and discrepancies.
- Ensured compliance with international trade regulations.
- Provided training and support to junior staff on trade finance procedures.

Computer Skills:

- Microsoft Office
 (Outlook, Excel, Word,
 PowerPoint) and others
 Basic Software
- Internet And Social Media

Training/Other Courses:

- Anti-money Laundering
- Trade professionals (Conducted by SBP)
- Fundamentals of Islamic banking orientation (FIBO)

Language Skills:

- Urdu- Bilingual Proficiency
- English Professional
- Persian
- Pashto
- Hindko

Trade Finance Officer (Import) ASKARI BANK LTD, Pakistan May 2018 – July 2019

- Handled all import-related transactions, including LC, collection, open account, and advance payment.
- Managed foreign currency transactions and arranged approvals from the state bank as required.
- Prepared monthly reports for the state bank related to trade and FC.
- Issued import certificates to customers.

Manager Operations HBL Currency Exchange, Pakistan March 2014 – May 2018

- Managed cash handling, shipments, and financial projections/variance analysis.
- Conducted kerb market/treasury negotiations and managed vault opening/closing.
- Worked on outward remittances (FDD, FTT) and maintained record adherence.

Others Work Experiences

Khyber Lamps

- Accounts and administration
- Preparation of monthly salary of staffs

Courage Development Foundation Multan (Ngo)

• Worked as a field Coordinator • Community Mobilizer

Professional Skills:

- **Financial Reporting:** Preparing accurate financial statements and management reports.
- **Account Reconciliation:** Ensuring accuracy and completeness of financial records through daily account reconciliation.
- **Cost Management:** Managing and controlling costs to improve profitability.
- **Trade Finance:** Handling import and export transactions, including LC, collection, and open account.
- **Foreign Currency Transactions:** Managing and executing foreign currency transactions and compliance.
- **Regulatory Compliance:** Ensuring adherence to financial regulations and standards.
- **Cash Management:** Overseeing cash handling, shipments, and financial projections.
- **Customer Service:** Providing excellent customer service and handling complaints effectively.
- **Financial Analysis:** Conducting financial analysis to support decision-making and strategic planning.
- **Inventory Management:** Overseeing inventory management and supply chain coordination.
- **Marketing Strategy Development:** Developing and implementing marketing strategies to increase customer base.