

MUHAMMAD NOUMAN AFRIDI

G-11/3, Islamabad • +92 3328181855 • noumanafrdi51108@gmail.com • [linkedin.com/in/muhammad-nouman-afridi](https://www.linkedin.com/in/muhammad-nouman-afridi)

Accounting & Finance graduate with **2+ years of experience** in sales, financial analysis, and operation. Proven ability to meet sales targets, build customer relationships, and streamline processes. Proficient in **Xero, QuickBooks, and Excel**, with a passion for driving business growth through strategic sales initiatives.

WORK EXPERIENCE

State Bank of Pakistan

Nov 2024 - Present

Peshawar, Pakistan

Ambassador

- Organized **10+ events** to educate **100+ SMEs** and women entrepreneurs on Islamic and conventional banking systems.
- Conducted **5+ financial literacy campaigns**, promoting banking services to underserved communities, contributing to a **15% increase** in new account opening.
- Collaborated with cross-functional teams to bridge the gap between financial institutions and rural entrepreneurs, resulting in **25% more loan applications** for startups.

Ahmad Brothers Honda Showroom

Jul 2023 - Aug 2023

Mardan, Pakistan

Intern

- Utilized sales scripts to negotiate with **30+ potential customers**, closing **40% of leads** and boosting revenue by **18%**.
- Conducted **3 market surveys**, identifying high-potential areas for sales campaigns, leading to a **12% increase** in showroom traffic.
- Digitized **100% of inventory records** in **Excel**, reducing manual errors by **30%** and accelerating product availability tracking.

PSO Petroleum

Jul 2022 - Aug 2022

Mardan, Pakistan

Sales Intern

- Increased fuel sales by **5% in 2months** through consumer incentives, including bonuses, lucky draws, and promotional offers.
- Boosted customers visits by **10%** by introducing reward program and promotions.
- Raised daily sales by **7%** by organizing events and reaching more customers.

EDUCATION

BACHELORS IN ACCOUNTING AND FINANCE

Institute of Management Sciences, Peshawar • GPA: 3.03

Oct 2021 - Present

Key Coursework: **Financial Reporting, Corporate Finance, Auditing, Taxation, Business Analysis, and Management Accounting**

ACCA

Association of Chartered Certified Accountants

Jul 2024 - Present

Fundamental paper passed (9/13)

CERTIFICATIONS

XERO Advisor Certified

Sep 2024

XERO

QuickBooks ProAdvisor Online Certification

Apr 2024

Intuit QuickBooks

VOLUNTEERING & LEADERSHIP

Artscape Carnival

Mar 2024

Audit Team Member

Ensured financial transparency during the event, gaining practical experience in auditing.

Insaniyya -Serving Humanity

Mar 2023

Volunteer

Organized **Iftar events** for **200+ underprivileged people** during Ramadan.

KP Culture Carnival

Nov 2023

Core Team Member

Managed event finances and budgeting for a **3-day event** with **1000+attendees**.

Business Fest

Apr 2023

Host Team Member

Helped organize a **500+ attendee** business event, coordinating logistics and team management.

SKILLS

- | | | | |
|---------------------------|-----------------------|--------------------------|--------------|
| • Access | • Discord | • Leadership | • Pushto |
| • Accounting | • English | • Management | • QuickBooks |
| • Analytical Skills | • Ethics | • Management Accounting | • Salesforce |
| • Auditing | • Event Management | • Microsoft Office Suite | • SAP |
| • Business Analysis | • Excel | • Microsoft Teams | • Slack |
| • Collaboration | • Finance Operations | • MYOB | • Taxation |
| • Communication | • Financial Analysis | • Negotiation | • Teamwork |
| • Compliance | • Financial Reporting | • Odoo | • Word |
| • Corporate Finance | • Hindko | • Power BI | • Xero |
| • Data Integrity | • HubSpot | • PowerPoint | • Yardi |
| • Digital Risk Management | • IFRS | • Power Query | • Zoom |
| • Diplomacy | • Judgment | • Problem-Solving | |