

Syed Noman Ali Hussaini - ACMA

Accounts & Finance Professional

"To employ my knowledge and experience with the intention of securing a professional career with opportunity of handling challenges and career advancement while gaining knowledge of new skills and expertise for individual and organization growth"



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WORK EXPERIENCE

Senior Accounts Officer

Mirpurkhas Sugar Mills Limited
Ghulam Faruque Group
Mirpurkhas



October 2021 - Present

Tasks

- **Utilize** SAP ERP to perform day to day accounting activities, prepare management reports & financial information for individuals, departments within organization.
- **Ensure** completion of all the accounting entries including period end accruals are recorded in respective G/L.
- **Follow** purchase procedure and recording in SAP. Ensure all supporting documents are signed by authorized persons and payments are within the set limits as per company policy also liaison with internal audit & other departments to resolve queries.
- **Allocation** of costs to internal orders and Cost centers in SAP.
- **Assist** in quarter and annual closing and review GL for schedules reporting.
- **Following** A/R and A/P accounts, balance reconciliations, confirmations.
- **Review** and verify bank reconciliation statement and ensure clearings are posted in respective G/L.
- **Ensure** income & sales tax laws compliance including e-filing of withholding taxes through FBR web Portal.
- **Process** payroll in Oracle ERP after adjustments of deductions and bonuses based on established policies and applicable laws.
- **Ensure** social security laws compliance and timely submissions of contributions, manage EOBI & SESSI online portals & maintain records.
- **Verify, Park and Post** Vendor down payments, Vendor invoices, Customer payments, G/L Account documents, Cash documents using SAP T-codes and posting keys.
- **Document** Clearing, GR/IR, and other clearing A/C, Vendors and Customers.

Assistant Manager Accounts

Fateh Group
Hyderabad



December 2018 - September 2021

Tasks

- **Assist** financial team for data collection from various sources in preparation of financial statements and ensure compliance of IFRS.

- **Analyze, Examine & Interpret** finance data, compile financial information for effective decision making.
- **Reviewed & improve** accounting systems & processes to ensure integrity in records and compliance of statutory requirements.
- **Prepare** Management reports and financial information for higher management and other departments.
- **Review & Approve** vouchers & journal entries, resolved variances in digital and physical record & promoted record integrity.
- **Manage** cash flows, financial transactions & ensure credit terms are being met.
- **Developed** a comprehensive management report of business unit operations & developed product costing sheet.
- **Review** product costing sheet and analysis of actual and budgeted cost.
- **Review & recommend** credit terms for vendors & customers.
- **Supervise** employees ensuring they maintain high attention to detail.

PROFESSIONAL QUALIFICATION

Chartered Management Accountant - CMA

Institute of Cost and Management
Accountants of Pakistan - ICMA



Completed Levels (Qualified October 2021)

Strategic Level 1 & 2

Managerial 1 & 2

Operational Level 1 & 2

Association of Chartered Certified
Accountants - ACCA (UK)



Think Ahead

Completed Levels

Applied Skills level

Applied Knowledge level

ACADEMIC QUALIFICATION

Bachelor of Commerce – B.Com

University of Sindh

2015 – 2017

Division 2nd

Intermediate - Pre-Engineering

S.A.L College, Mirpurkhas

2012 – 2014

Grade B

Matriculation – Science (AKUEB)

The Eastern Public School, Mirpurkhas

2010 – 2012

Grade A

PROFESSIONAL MEMBERSHIP

Associate Cost and Management Accountant (ACMA)

Associate Member of Institute of Cost and Management Accountants of Pakistan.

PUBLICATION

Significances of Industry-Academia Linkages in Economic Development

(CMA Journal Nov-Dec 2022)

CERTIFICATES

Financial Modeling & Analysis (2023)

Online certificate course of Financial modeling & Analysis comprises of 5 CPD hours.

SAP (FICO), Corporate Skills & Taxation (2021)

6 Months certificate course from Institute of Business and Professional development Consists of 108 CPE hours training of SAP FICO, Tax & Corporate skills.



Computer information Technology (2014)

6 Months Course from BITS Institute of Information Technology, Mirpurkhas.



SKILLS

Financial Reporting

Management Reporting

SAP S4 HANA

Oracle, QuickBooks, Tally

Cost Controlling

Budgeting & Forecasting

MS Office

Data Analysis

Book Keeping

Critical Thinking

Time Management

Decision Making

Excellent Interpersonal & Communication

LANGUAGES

English

Urdu

Good User

Native