



Umar Farooq

I have Seven-Year experience in Accounting and Auditing in a reputed Chartered Accountant Firm.

📍 Rochdale, UK

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Languages

Urdu (Native)

English (Work Proficiency)

Punjabi

About

• I am a skilled and meticulous Account Manager with over 7 years of experience in Accounting and Auditing providing exceptional financial support across various business entities. • I am a confident and highly motivated person who is looking to utilize my professional experience within a new finance role. I have excellent communication skills and am extremely driven and focused. I have a pleasant and trustworthy nature which is also adaptable as I strive for a challenge and responsibility. I have a "can do" attitude and a positive outlook which enables me to succeed in anything I put my mind to. • I have a high degree of professionalism and a history of strong problem resolution capabilities. I am a self-motivated person offering a strong work ethic and am determined to complete tasks in a timely manner. I am a very positive and hard-working individual who works well as part of a team or as an individual user to meet strict deadlines. • I have a "can do" attitude and a positive outlook which enables me to succeed in anything I put my mind to.

BRANDS WORKED WITH

Haroon Sulaman & Co.

Papa Johns UK

Experience

● Audit Associate

Haroon Sulaman & Co. | Jan 2002 - Jan 2015

Prepare financial statements and record keeping of all accounts.
Maintained payments and receipts.

Preparation of Bank/Party reconciliation statements on monthly basis.
Received Bills from Purchase Dept. on daily basis (Given receiving in the system)

Posting of Bank Vouchers at the time of payment of Shipping, Clearing, and Yarn.

Monthly stock taking.

Supervision and Co-ordination with the internal audit team for smooth implementation of the assignments.

Analyze financial statements.

Maintain daily record of production of fabrics and verified from daily production sheet.

Financial planning and record keeping of all accounts.

Ensure that all the audit objectives and audit statements are responded to properly.

● Account Manager

Haroon Sulaman & Co. | Jan 2001 - Jan 2017

During my professional experience with the firm, the assignments include full scope accounts

The ensuing paragraphs describe the major task I performed during my period

Prepare monthly and quarterly management reporting

Participate in strategic data analysis, research, and modeling

Support project analysis, and validation of plans

Manage the company's financial accounting, monitoring, and reporting systems

Ensure compliance with accounting policies and regulatory requirements

Collecting, interpreting, and reviewing financial information

Producing financial reports related to budgets, account payables, account receivables, expenses, etc

Developing long-term business plans based on these reports

Reviewing, monitoring, and managing budgets

Develop strategies that work to minimize financial risk

Analyzing market trends and competitors

Ensure audits are conducted periodically

Use best practices to conduct high-quality audits

Use the data collected to propose strategies to improve efficiency and compliance

Works with the company policy and rules

Ensure the timely and successful delivery of our solutions according to customer needs and objectives
Responsible for keeping current clients satisfied and delivering exceptional client service on a day-to-day basis
Performing the test of control and substantive procedures highlighting the issues and discussing these with the audit supervisor
Financial planning and record keeping of all accounts.



● **Financial Analyst**

Papa Johns UK | Jan 2023 - Dec 2023