

## Accountant

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📍 Doha, Qatar



### CAREER OBJECTIVE

Aspiring to contribute my expertise in financial management, strategic analysis, and process optimization to a dynamic organization that values innovation and precision. With a results-driven approach, I aim to enhance financial efficiency, support data-driven decision-making, and drive sustainable growth while continuously evolving as a finance professional.

### SUMMARY

Results-driven Accountant with 7 years of expertise in financial management and accounting across Sri Lanka and Qatar. Skilled in analytical problem-solving, financial reporting, and process optimization, with a proven ability to enhance operational efficiency and drive strategic decision-making. Adept at collaborating across teams, ensuring compliance, and thriving in dynamic, multicultural environments.

### AREAS OF EXPERTISE

- |                                     |   |                             |
|-------------------------------------|---|-----------------------------|
| • Financial Accounting & Reporting  | • Month end & Year -end Closing           | • Budgeting and forecasting |
| • Audit Internal & External Support | • Payroll Management                      | • Accounts payable          |
| • IFRS, IAS & GAAP                  | • Inventory Management and Asset Tracking | • Accounts Receivables      |
| • Cash Management                   | • ERP & Accounting Systems                | • Bank reconciliation       |

### Industry Experience

- Construction & Contracting      - Manufacturing      - Retail & Trading      - Automobile

### WORKING EXPERIENCE - 7 Years (4+ Years in Qatar)

- Accountant at Al Sharqi Holding Group of companies 📍 Doha, Qatar. 📅 2024 Aug – Present

#### Key Duties and Responsibilities:

- Overseeing full-cycle accounting operations, including accounts payable, receivable, and general ledger management.
- Prepare monthly, quarterly, and annual financial statements (P&L, balance sheet, and cash flow) in compliance with IFRS/GAAP.
- Manage payroll processing, ensuring timely salary disbursement.
- Conducting bank reconciliations, tracking expenses, and optimizing cash flow for smooth operations.
- Monitoring inventory and fixed assets, ensuring proper valuation and depreciation tracking.
- Collaborate with auditors and tax consultants to ensure compliance with financial regulations.
- Assisting in budgeting, forecasting, and financial planning to enhance cost efficiency.
- Provide financial insights to management for decision-making.
- Lead month-end and year-end closing activities.
- Ensure timely filing and compliance with statutory requirements.
- Oversee the financial accounting of inventory, ensuring that stock levels are properly recorded and valued.
- Manage general ledger, journal entries, and account reconciliations.
- Process supplier invoices, verify accuracy, and ensure timely payments.
- Maintain AP and AR aging reports and Reconcile vendor and customer balances.
- Monitor cash flow to ensure the company has enough liquidity for operations.
- Suggest improvements for financial systems and workflows to improve efficiency and accuracy.

- Accountant at Golden Hydraulic Technical Centre - 📍 Doha, Qatar. 📅 2021 Nov – 2024 July

#### Key Duties and Responsibilities:

- Prepare monthly, quarterly, and annual financial statements in compliance with IFRS/GAAP.
- Monitoring accounts receivable, accounts payable and flagging overdue accounts.
- Handling annual financial audits, and liaising with external auditors for compliance.
- Carry out bank reconciliations and Customer Supplier ledger reconciliation.
- Perform month-end and year-end closing activities.
- Managing cash flow and bank balances.
- Prepare and review accruals, prepayments, and provisions.
- Calculating wages, deductions, bonuses, and ensuring employees are paid correctly and on time.
- Record day-to-day transactions, including sales, purchases, receipts, and payments.
- Reviewing financial information to help the company make informed decisions.
- Identifying areas where the business can reduce costs or improve profitability.
- Maintain fixed asset register and calculate depreciation.
- Coordinate with departments such as procurement, sales, HR, and operations.
- Monitor inventory levels ensure the accurate records of goods in hand.

Key Duties and Responsibilities:

- Maintain accurate financial records, ledgers, and statements while also creating and monitoring budgets.
- Ensure precise invoicing and payments through meticulous account reconciliations.
- Prepare customer invoices and follow up on collections.
- Managing both accounts payable and receivable in alignment with facility operations.
- Prepare documentation for financial audits and implement necessary financial safeguards.
- Monitor and ensure the availability of cash while maintaining effective communication with suppliers.
- Prepare bank reconciliations and handle petty cash management.
- Support month-end and year-end closing activities.
- Assisting with the tracking and reporting of business expenditures.

• Accountant at A One Jewels (Pvt) Ltd – 📍 Sri Lanka.

Key Duties and Responsibilities:

- Assist in maintaining the general ledger and posting daily accounting entries.
- Support Accounts Payable (AP) and Accounts Receivable (AR) functions.
- Prepare and process supplier invoices, payments, and receipts.
- Assist with bank reconciliations and petty cash management.
- Maintain proper documentation and filing of financial records.
- Support month-end and year-end closing activities.
- Assist in preparing financial reports and schedules.
- Handle in expense tracking and cost analysis.
- Support for audit preparation by providing required documents.

**CREDENTIALS**

**ACADEMIC QUALIFICATIONS**

- Bachelor of Business Administration (BBA) in Accounting : South Eastern University of Sri Lanka
- Completed G.C.E Advanced Level : Commerce Stream

**PROFESSIONAL QUALIFICATIONS**

- Chartered Accountant–(R) : Institute of Chartered Accountants of Sri Lanka
- AAT – Sri Lanka : Institute of AAT Sri Lanka
- CMA – Australia (R) : Academy of Finance

**CERTIFICATIONS**

- Advanced diploma in Computerized Accounting : CCS Campus – Sri Lanka
- Certificate in Computer Applications : CCS Campus – Sri Lanka

**PERSONAL SKILLS**

- Decision making
- Presentation and public speaking skills
- Excellent team player and team leader
- Target oriented
- Keen to learn
- Strong Work Ethic & Positive Mindset

**COMPUTER LITERACY**

- Accounting Packages - SAP, Oracle, QuickBooks, Odoo, Tally, Zoho, Peachtree, Sage & Microsoft 365 Dynamics
- Microsoft Office Packages - Excel, Word, PowerPoint
- Human Resources Management System Applications

**LANGUAGE PROFICIENCY**

- English - Proficient
- Sinhala - Good
- Tamil - Native
- Malayalam - Good

**PERSONAL INFORMATION**

- Name in Full : Ali Akbar Mohammed Azam
- Date of Birth :1995.02.22
- Nationality : Sri Lankan
- Mobile : +974 55054629
- NOC : Immediately Available

**REFEREES**

Will be furnished upon request.