

Farasat Ali

(ACCA Qualified)

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Diversified experience of 5 years expanded while working in multinational organizations like Marriott Hotel and S&P Global, with a solid educational background in Accounting & Finance

Experience

Ovex Technologies / Zones PK

March 2017 to present

Credit Representative (Zones PK)

Zones is a leading global provider of Comprehensive IT solutions. For over 30 years Zones have taken the pride in becoming experts, my key responsibilities include.

- Follow up on the accounts receivables by reviewing accounts receivable aging on regular basis to ensure cash flows are up to optimal levels.
- Ensure that relevant information is provided to the debtors on regular and timely basis for smooth receivable process.
- Simplifying the problems in process which causes delay in the payments and ensuring that all the relevant procedures are implemented for future.
- To evaluate the credit creditworthiness of existing customers.

Purchasing Operation Specialist (Zones PK)

- Manage all open drop ship orders (manual & EDI) with vendors to ensure prompt fulfillment.
- Daily review of open manual & EDI drop ship orders and backorders to expedite order; communicating any modifications and/or issues to stakeholders.
- Respond to requests for order status within established SLAs.
- Maintain proficiency with primary vendors' systems and interfaces, sharing with teams as appropriate.
- All tasks are performed in ERP (Microsoft AX Dynamics).

Rebates Claim Administrator

Ovex Technologies (Pvt) Ltd. Is one of the fastest growing BPO solutions provider and a leading exporter of IT services from Pakistan. As a Rebate Claim Administrator my key responsibilities include.

- Reviewing Sales Orders and Invoiced data of clients (PCM, En Pointe)
- Work closely with client's sales team in order to analyze prospective sales orders.
- Preparation of record spreadsheets.
- Filling of claim forms.
- Communicate with vendors/manufacturers/Sales team of client to follow up the payments.
- Entering data into ERP (SAP) system relating to rebates and reconcile it time to time.

S & P Global
Analyst Financial Content

Feb 2016 to March 2017

S & P Global is subsidiary of McGraw Hill Financial, which is part of Fortune 500 Companies; Providing Market data intelligence of wide number to companies to clients across the Globe.

We deliver the data and insight to clients who need to make informed, smarter business decisions and investment decisions that are critical to the future.

On daily basis we capture, interpret and analyze required data using Financial Statements, Earning Release, Investor Presentations, Industry Documents and Basel Reports etc. turning it into actionable intelligence on the global financial markets and the companies and industries that comprise those markets.

Islamabad Marriott Hotel
Material & finance Officer

March 2014 to Dec 2015

In authority for procurement and maintaining documentation related to the purchase cycle, which includes, Collecting Quotations via Tejari (e-portal), Preparing Comparative statement, Preparing Purchase Orders, Returning of rejected supplies.

Other Responsibilities include:

- Procurement of Fixed Assets.
- Handling Cash and maintaining Cash Book.
- Liaison with departments in maintaining optimal level of stocks.
- Preparing Budgets.
- Monthly and annual closing with Cost and Payable Department.
- Monthly and Annual Variance analysis.
- Analyzing if vendor has optimal credit worthiness according to described SOP in case of advance payments.
- Preparing details of Capital Commitments.
- Preparing Procurement Cost reports for special projects assigned.

Grant Thornton
Audit Trainee

April 2013 to Sep 2013

Vital audit experience includes NGO's Funded Projects by International Labour Organization (ILO), Projects include

National Rural Support Program (NRSP), Pakistan Rural Support Program (PRSP), The Provincial Child Labour Unit (PCLU), Intermedia Islamabad, Empowerment thru Creative Integration (ECI), Pakistan Institute of human rights (PIHR), UNDP (PEECH project)

Capital foods (Pvt) Limited
Finance Trainee

Dec 2012 to Feb 2013

Preparing Reconciliations, Handling Cash, Making payments, Accounts payable aging

SKP (Chartered Accountants)
Audit Trainee

Feb2008 to July 2008

Bookkeeping, Income Estimation on behalf of different banks

Education	Association of Chartered Certified Accountant ACCA Qualified	2013
	Association of Chartered Certified Accountant Certified Accounting Technician (CAT)	2008
	Equivalency from HEC Pakistan Masters in Commerce	2016
	Allama Iqbal Open University Islamabad Bachelors in Commerce	2011
	Federal Government College for Men F-10/4 Islamabad Intermediate	2005
	Islamabad Model College for Boys G-10/4 Islamabad Matriculation	2003

Skills	Microsoft Excel & Word
	SAP (ERP)
	Microsoft AX Dynamics (ERP)
	Tejari (e-Supply Procurement Portal)
	Fidelio Material Control (FMC)
	Strong problem solving skills & creative thinking
	Able to adapt oneself to new surroundings
	Punctual
Stress Tolerance	
Attention to detail	

Personal Details	Gender	Male
	Marital Status	Single
	Languages Proficiency	Urdu, English, Punjabi, Pushto