



Farman Ali Khan

Contact: +923449096089

WhatsApp: +923449096089

Email: farman8finance@gmail.com

Passport No: LE 4115912

NIC No: 15201-0584591-9

Date of Birth: 12/01/1983

Address: PO Box Shagram Village Khot Tehsil Torkhow District
Upper Chitral Khyber Pakhtunkhwa Pakistan.

Educational Qualification:

M.COM (Master in Commerce Equivalent to MBA Specialization in Accounting)

From Quid-e-Azam College of Commerce University of Peshawar Pakistan.

Computer Skills: Microsoft office, Quick Book Accounting, Peachtree Accounting, Oracle ERP.
Internet.

Languages: English, Arabic, Urdu, Pushto, Khovar.

Working Experience

16 Nov 2011 to March 2018

Saudi Sicli Company (<https://www.saudisicli.com.sa/>)

Position: Senior Accountant

RESPONSIBILITIES

- Manage all Accounting transactions.
- Inventory Management
- Prepare budget forecasts

- Preparation financial of statements on time
- Handle monthly, quarterly, and annual closings
- Reconcile accounts payable and receivable
- Ensure timely bank payments
- Compute taxes and prepare tax returns
- Manage balance sheets and profit/loss statements
- Report on the company's financial health and liquidity
- Audit financial transactions and documents
- Reinforce financial data confidentiality and conduct database backups when necessary
- Comply with financial policies and regulations
- Salary preparation using WPS ERP Payroll System.
- Dealing with the various banks for the issuance of LGS, LCS,
- Managing Money Transfers, Checks, Granting Bank Loans, and other, Bank Facilities.
- Manage the Projects Accounts.
- Cash Handling

June 2010 to Nov 2011

Position: Accounts Officer

The Educators Network School (A project of the Beconhouse School System)

RESPONSRESONSIBILITIES

- Preparation of Accounting Transactions.
- Students Online Registration.
- Preparation Fee Challans for Students.
- Cash Receipts and Payments
- Daily and Monthly Bank Reconciliation.
- Preparation of Staff Salary.
- Monthly and Bio Monthly Billing.
- Cash Recovery.
- Handling Students Transfer cases throughout the country.
- Internal Audit.

Aug 2008 to May 2010

SLS Montessori and High School

Position: Accounts Officer

Responsibilities.

- Checking Monthly Fee receipts and payments in All 29 Branches of Islamabad and Rawalpindi.
- Maintaining the Accounting Records
- Handling the Receipts and payments
- Checking the Utility Bills Petty Cash and preparation reports.
- Stationery Arrangements in All Branches.
- Checking Time Sheet and Payroll Making.
- Conducting Annual Internal Audit.
- Bank Reconciliation Statement
- Monthly Fee Billings
- Cash Recovery

Achievements and Projects Handled

- Project Account of (KAIA) King Abdul Aziz International Airport Jeddah
- Projects Accounts of 24 Domestic Airports of KSA.
- Project Account (KAUST) of King Abdullah University of Science and Technology Jeddah.
- Project Account of Jeddah Port.
- Project Account of Saudi Electricity Company.
- Worked with AFSAAC Arab Fire Safety and Security Academy.
- Worked with Sicli Medical Co. Jeddah.
- Worked with the Educators School System Pakistan
- Worked with the SLS Montessori & School System Pakistan
- Worked with the Bank of Khyber Pakistan as an internee.

SAUDI SICLI COMPANY

Limited Liability Company

Capital S.R. : 4,050,000 fully paid

C.R. : 4030028926 - C.C.No. : 9398



شركة سيكلي السعودية

شركة ذات مسؤولية محدودة

رأس المال ٤,٠٥٠,٠٠٠ ريال مدفوع بالكامل
سجل تجاري : ٤٠٣٠٠٢٨٩٢٦ - عضوية ٩٣٩٨

Certificate of Employment

Employee No.	1466	رقم الموظف
Name	FARMAN ALI KHAN	الاسم
ID / Iqama	2316216585	رقم الهوية / الإقامة
Nationality	Pakistan	الجنسية
Date Hired	19 November 2011	تاريخ التعيين
Position	Senior Accountant	المنصب

This is to certify that the subject employee is currently employed by Saudi Sicli Company as per details mentioned above.

هذه شهادة على ان الموظف المذكور قد كان يعمل لشركة سيكلي السعودية بحسب التفاصيل المذكورة أعلاه.

This Certificate of Employment is being issued upon the request of the employee without any obligation towards Saudi Sicli Company.

تم اصدار شهادة التوظيف هذه بناء على طلب الموظف دون اي التزامات على شركة سيكلي السعودية.

The last working day of the employee in Saudi Sicli company was on 31 March 2018

آخر يوم عمل للموظف في شركة سيكلي السعودية كان بتاريخ ٣١ مارس ٢٠١٨

This Certificate was Issued on 01 April 2018 in Jeddah, Kingdom of Saudi Arabia.

تم اصدار هذه الشهادة بتاريخ ١ أبريل ٢٠١٨ في جدة، المملكة العربية السعودية.

YASSER NOORWALI

Human Resources Manager



*Note: Not valid without Saudi Sicli Company stamp and if document bears any visible physical tampering and/or erasures.

Head Office: King of Saudi arabia - Jeddah - Industrial City - Phase (4)

P.O. Box: 16016 Jeddah 21464

Tel: (012) 6355767 / (012) 6355252 / (012) 6372980

Fax: (012) 6374321

www.saudisicli.com.sa

الإدارة: جدة - المملكة العربية السعودية - المدينة الصناعية - المرحلة الرابعة

ص.ب: 16016 جدة 21464

تليفون: (012) 6355767 / (012) 6355252 / (012) 6372980

info@saudisicli.com.sa

فاكس: (012) 6374321



University of Peshawar (Pakistan)

FARMAN ALI KHAN

SON of

ROSHTI KHAN

and a student of QUAID-E-AZAM COLLEGE OF COMMERCE, UNIVERSITY OF PESHAWAR

having met all the requirements under the Semester System during the
Session 2006-2007 is this day admitted by the University of Peshawar

to the Degree of

Master of Commerce

Specialization ACCOUNTING

Serial No. 000304

Registration No. 2001-CLCOM-613

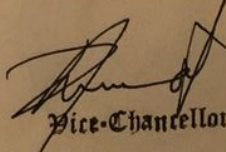
Enrolment No. 77/29/E/2007

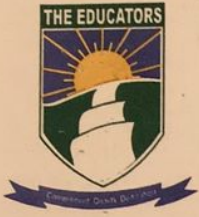
Result declared on 26TH MARCH, 2008




Registrar

Countersigned


Vice-Chancellor



THE EDUCATORS

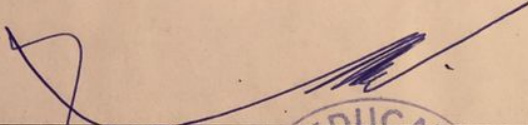
A Project of the Beaconhouse School System

Ref No: Educators/Rwp/2011/33

06th Nov 2011

TO WHOM IT MAY CONCERN

It is certified that **Mr. Farman Ali Khan S/O Roshti Khan** has served here as **Accounts Officer** from July 2010 to November 2011. During entire period of his service, he has performed his duties to the entire satisfaction of his superior. He is a dedicated person who sacrifices his personal interest for the benefit of organization. He possesses sufficient professional knowledge i.e. accounting procedure, converting single entry into double entry, payment and receipt vouchers and reconciliation of cash ledgers with Bank statement. In Oracle based system, he has worked on Account Payable, Accounts Receivables and GL module etc and his work is upto the required standard. He is a reliable and trustworthy person, who accepts responsibilities cheerfully and produces excellent results of the assigned task. Having ability to work under stress and strain. An honest person, who can be trusted with independent responsibilities. He has good morale character. We wish him good luck in his future life.


Senior Manager Finance & Accounts

06-11-2011





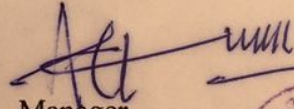
The Bank of Khyber

THE BANK OF KHYBER
CHITRAL BRANCH 0011

TO WHOM IT MAY CONCERN

This is certified that as per our Head Office instructions Mr. Farman Ali Khan S/O Roshti Khan, Student of M.Com one year Quaid-e-Azam College of Commerce, University of Peshawar, reported at this branch on 15-06-2007 for two months internship. As such he successfully completed his internship period and he relieved from this branch on 18-08-2007. His performance was very excellent during his stay at this branch. He worked in each department of the branch such as General Banking Credit and Cash etc; during his internship period his pickup in each department was quite well and we are satisfied with his performance. He posses good moral character and his behavior with other follow staff was very well.

We wish him all the success in future life.


Manager
The Bank of Khyber
Chitral Branch





MINISTRY OF NATIONAL HEALTH SERVICES REGULATIONS AND COORDINATION
GOVERNMENT OF PAKISTAN

Issue Date: 04-08-2021



Certificate No. RP8088602

IMMUNIZATION CERTIFICATE FOR COVID-19

Name Farman Ali Khan
Date of Birth 12-01-1983 CNIC / Identity No. 15201-0584591-9
Nationality Pakistan Passport No. _____



has been administered following **COVID-19** vaccine:

Vaccine Name	Recommended Dosage	Dose	Date	Health Center	Manufacturer & Batch No
CoronaVac-SinoVac	2	1	24-05-2021	DHQ Gyni Block Chitral A	Sinovac Lifesciences Co Ltd - Beijing Kexing Zhongwei Biotechnology C202104053
CoronaVac-SinoVac	2	2	08-07-2021	DHQ Gyni Block Chitral A	Sinovac Lifesciences Co Ltd - Beijing Kexing Zhongwei Biotechnology 2021060841
Pfizer-BioNTech	2	3	12-03-2022	DHQ Gyni Block Chitral A	Pfizer-BioNTech FJ8760



Scan for more details

MINISTRY OF NATIONAL HEALTH
SERVICES REGULATIONS & COORDINATION
Issuing Authority