

Muhammad Subhan

Accountant

As an undergraduate chartered certified Accountant with 1.3 Year's of experience in the area of Financial Management & Cost Management and self motivated in Accounting Field and in Business. The best motivational thing for me is Learning.



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EDUCATION

ACCA(UK)

Association of Chartered Certified Accountant

04/2021 - Present

Lahore, Pakistan

ACCA Diploma in Accounting and Business(UK)

Association of Chartered Certified Accountant

02/2020 - 03/2021

Lahore Pakistan

Intermediate

Govt Higher Secondary School

2018 - 2019

Khanpur, pakistan

WORK EXPERIENCE

Financial Accountant

Quetzal pvt Ltd

09/2020 - 08/2021

Lahore, pakistan

Advertising Company

Achievements/Tasks

- Cashflow statement on monthly bases & yearly
- SOPL, SOFP statement on monthly bases & yearly
- Bookkeeping
- Data entry on daily bases
- Performance evaluating
- Financial Analysis
- Updating from Liquidity Status on Weekly Bases

Executive Officer Costing

Metaline Industries (Pvt) Ltd.

08/2021 - Present

Lahore, Pakistan

Manufacturers of Automotive Component

Achievements/Tasks

- Using Activity Based Costing
- Costing of Raw Material, work in process & Of Finish Good's
- Costing Of Labours on Production Bases
- preparing Quotation
- Allocation Of Overheads to All Departments on Activity Based
- Coordinating with Financial Department, Tax Department, Senior Management, Store Management Due to Cost updating.

SKILLS

Quick Bookkeeping

Data Entry

Financial Accounting

Management Accounting

MS OFFICE

Quickbook

Financial Analysing

CERTIFICATES

ACCA diploma in Accountancy and Business (02/2020 - 03/2021)

I achieved all 3 levels (financial, management, business).

Microsoft Excel

I awarded from excel certificate through online test in Jaipura school of Business Ghaziabad with 84.85%

LANGUAGES

English

Full Professional Proficiency

Urdu

Native or Bilingual Proficiency

Punjabi

Full Professional Proficiency

STRENGTHS

Hard working

Flexible

Effective Communication

Focused

Creative thinking