



Rohail Akram

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İş stajı: 8 il

İşləmək istədiyiniz vəzifə və əmək haqqı

Accounting

5 000 AZN

Mühasibat

İş təcrübəsi

09.2023 - 01.2024

Friends Car Rental

Accountant

Handling accounts payable and receivables, including processing invoices, reconciling account. • Assist with month end closing, financial reporting, car wise record income and expanses • Maintain Payroll overtime • software implementation • Car File Maintaining Recording • cars Fine • Petty cash reconciliation • Arbab Personal expenses Credits cards bills • employees File Maintaining • Arbab Personals Cars maintain • Cars files maintain daily Funds Transfers and daily closing cash and banks

11.2022 - 08.2024

IMH ASSOCIATES -AUDIT | ACCOUNTS | TAX CONSULTANTS

Accountant / Assistant Audit

• Handling accounts payable and receivables, including processing invoices, reconciling account. • Assist with month end closing, financial reporting, including preparing monthly financial statements & budget. • Process and record financial transactions and general ledger entries & payroll. • Reconciliation of banks related parties' ledgers, customers' accounts on daily, weekly & monthly basis • Maintaining the journals and other financial documentation. • Invoicing to the clients & follow

06.2020 - 10.2022

WAZIR ALI AND COMPANY

Accountant

• Making cheques routine • Bank reconciliation • Yearly tax reconciliation • Monthly closing of stock • Manual ledger register maintain • Shipping deposit reconciliation • Good receipts note in system • Delivery note • Making customs PSID • Record letter of credit expense • Preparing monthly financial statement and budget • import duty and dealing with shipping company • Making sale tax invoice register and unregister in system • Daily posting incoming and outgoing in ERP system • Parties pa

02.2019 - 06.2020

Alisons Noble Private Limited

Accounts Assistant

• Timely Posting of Daily Vouchers into System. • Proper Filling of Vouchers • Misc. Reports related to accounts on excel spreadsheet. • Employees Personal File Maintenance • Bank & Petty Cash Reconciliation • Quires handling with seniors • Bank Reconciliation • EOBI & SESSI Settlement • GST Return preparation • Maintaining of stock record • Monthly closing of stock • Maintaining Salary Processing Details • Monthly Production Closing • Make Sales Tax Invoice Registered Unreg

04.2016 - 07.2018

Khoja Pirahi Shia Isna Ashri Jamat

Assistant Accountant

Təhsil

Xüsusi biliklər

Dil bilikləri	İngilis — B1 — Orta
Biliklərim	Web Api

Əlavə informasiya

To Obtain a challenging accounting position that will permit the use of current skills to their maximum potential while, availing opportunity for honing and developing additional knowledge and skills more than 8 years of working experience as an Accountant/Audit Assistant with IMH Associates-Accounts | Audit | Tax Consultants Africa other from home country. Proven ability to do multiple assignments while meeting tight deadline schedules a self- directed professional with excellent problem-solving, analytical skills.