

CMA AMEER MC

Senior Accountant/Financial Analyst



Academic Details

CMA - The Institute of Certified Management Accountants, Australia 2024

ICWAI Inter - Institute of Cost and Management Accountants of India 2013 (Final 3rd Group)

M.com - MK university 2014

Address

Dubai

United Arab Emirates

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Mail: ameermcuae@gmail.com

DOB: 06.01.1991

Nationality: Indian

Visa – Employment

**Marital status;
Married**

Driving license - UAE

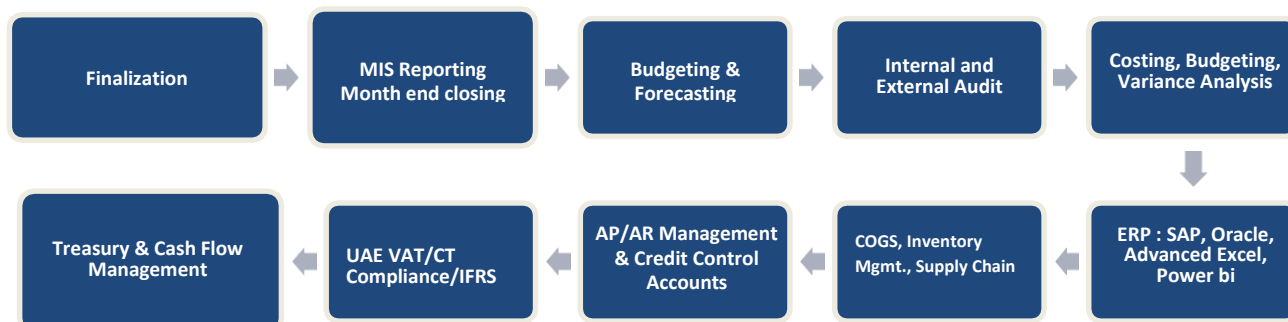
CARRIER OBJECTIVE

In such for better prospects in reputed organization where I can continue to explore my skill to the maximum, refine my skill and knowledge and at the same time endeavoring my best to carry out organizational objectives most effectively and with at most dedication.

PROFESSIONAL PROFILE

10 plus years' experience as Accountant and Financial Analyst with a demonstrated history of working in manufacturing/Trading/Healthcare industries. Skilled in General Ledger (GL), Account Receivables (AR), Accounts Payables (AP), Financial Statement, MIS Report, IFRS, Internal/External Audit, VAT, SAP-FICO, Oracle, Advanced Excel Strong accounting professional

Adept at various processes and systems of the Trade and Management:



PROFESSIONAL EXPERIENCE

I – AL SHARQ HOSPITAL (Subsidiary of FUJAIRAH NATIONAL GROUP)

Senior Accountant- 2022 Nov to present. -(SAP – FICO)



- Maintain and reconcile general ledger accounts and prepare financial statements
- Oversee and manage complex accounts payable and accounts receivable, General Ledger transactions, ensuring timely and accurate processing.
- Conduct detailed bank and account reconciliations, investigating and resolving discrepancies promptly.
- Ensure compliance with internal policies, UAE regulations, and healthcare industry standards.
- Maintain and enhance internal controls over financial reporting, ensuring data integrity and accuracy.
- Support internal and external audits, coordinating with auditors and providing comprehensive documentation and responses.
- Preparation of MIS report and budget analysis forecast and variance analyses for top management
- Collaborate with cross-functional teams to support business operations, strategic initiatives, and financial planning.
- Provide guidance to junior accountants within the shared services team, fostering a culture of continuous learning and development.
- Preparations and accounting of Outstanding Liabilities / Accruals / Patient Due, rejections etc.
- Perform Intercompany and other balance sheet reconciliation and make sure balances are matching within units and outside units and the payment
- Manage and oversee the month end book closing process and make sure deadlines are met as per corporate timelines.
- UAE VAT and CT Compliance (Reconciliation/Documentation/Implementation of amendment)

II– Fujairah Rockwool Factory (Subsidiary of Fujairah Building Industries) -



Senior Accountant (Jan 2021 to 2022 Nov) (Oracle) **Rockwool manufacturing Company**

- Complete Monitoring AP/AR Modules
- Full cycle period end closing (Accruals, Record revenue, payment application) Reconciling AR/AP account(s), Managing and resolving invoice discrepancies to ensure timely and accurate receivables/Payable
- Monthly/Weekly cashflow preparations and Analysis
- Prepare and present monthly financial reports (P&L, balance sheet, variance analysis) for each entity, maintaining clear visibility of business health.
- Preparation of Varies MIS reports
- Monthly General Ledger Reviews and Variance Analysis
- COGS Analysis
- Preparation of Budget and Monthly Reviews with Actual Figures
- Perform complex financial and operational analysis to support short-term and long-range strategic plans and operating budgets.
- Collect and evaluate data, prepare forecasts, analyze trends and presents results pertaining to sales, operations, Cost of Sales, and other areas.
- Cost Analysis -Assessing different procedures in the company and looking at their efficiency and impact to the bottom line
- Bank invoicing and reconciliation
- LC Preparation and coordinate With Bank for Timely payments
- Co-ordinate with external auditors and ensure timely response, documentation, and information
- Provide daily operational support for funds, including banking services, generating wire transfers, bank A/c transfers and account set ups
- Intercompany Reconciliation
- Calculation of Discounts to be allowed for customers
- Additional cost calculation special Orders

III - CONARES METAL SUPPLY LIMITED

Account Payable Lead (SAP – FICO)

Aug 2018 - Jan 2021 -Steel and Rebar manufacturing Company



- Purchase order review and creation of vendor liability
- Verification of Performa invoice and processing advance payment
- Timely analysis and payment of outstanding vendors balance on due date through Cheque and online transfer
- Payment and booking of utility bills like DEWA/Etisalat/credit card on monthly
- Reconciliation of all ledgers and vendors statement on weekly and monthly for MIS reporting
- Preparation of weekly payment budget for cash flow control
- Finalization of Books of Accounts
- Lead to Comply with Internal and External Auditors
- Reconciliation of all ledgers and vendors statement on weekly and monthly for MIS reporting
- Preparation of weekly payment budget for cash flow control
- Petty cash management and booking of expenses
- Responsible for PDC preparation and controlling up to due date
- Responsible for proper monitoring of company's payment plans and controlling of cash flow
- Clearing all Ledgers on monthly/Yearly basis
- Preparation of Vendor ageing report on monthly basis
- Assisting to seniors for preparation of cash flow statement, P&L statement, balance sheet and month end activities
- Preparation of input Vat report and payment
- Handling Bank Reconciliation Statements (BRS)
- Daily Checking Bank Balance through Online Banking & Passing necessary entries
- Involving in Company's Quarterly & Financial Yearend Audit.
- Post customer payments by recording cash, cheque, and transactions
- Posts revenues by verifying and entering transactions and local deposits
- Resolves collections by examining customer payment plans, payment history, credit line coordinating contact with collections department
- Enabling proper credit controlling after evaluating credit insurance scheme with the customer
- Bad debt recognition and providing of provision for bad debt for the consecutive years and writing off Bad debt after considering management approval

IV - Al Asayel Health and Safety

Accountant (SAP B1) Jan 2017 - Aug 2018

Safety equipment Trading company

- Responsible for Accounts Receivables & Accounts Payables.
- Expertise in preparing of weekly statement like A/R ageing, A/P ageing & Stock ageing.
- Expertise in reconciliation of receivable & payables with their respective statements.
- Experienced in controlling debtors & Creditors Outstanding list and reporting to Management
- Reconciliation of accounts statements of Customer against company ledger and sort out any Receivables related matters
- Accounting of vouchers (Bank, Cash, Journal Vouchers, Payment, Expenses)
- Checking of Receipts & Payment Vouchers /Expense Vouchers/Petty Cash vouchers (Authenticating, checking with supporting documents, validating & Approving
- Involving & assisting to seniors in Monthly closing of Books.

V- BEL-Bharat Electronics Limited

Assistant Finance Executive - Nov 2014 - Nov 2016 – SAP FICO

Government of India Undertaking-Ministry of Defense

- Vetting sale orders as per the guideline provided by the company
- Sales and purchase order analysis and delivery note preparations
- Preparation of budgeting statements
- Credit control Management
- Accounting Revenues as per accounting policy of the company and accounting standards.
- Follow up documents required for accounting.
- Invoicing with supporting documents like Proof of delivery & GC note
- Invoice submission via companies' portal, e-mail & manually
- Preparations Accurate Customer follow up for collecting payments
- Accounting advances & Receipt from customer.
- Preparing assumed LD (Liquidity damage) Report and their accounting.
- Maintain ledgers as per company policy.
- Preparing & Sending Invoices to Client
- Recording all cash activity daily Co-ordinate Accounts department with Finance Department

SPECIAL SKILLS

- SAP FICO
- SAP B1
- Microsoft Office (Word, Excel, Outlook)
- ORACLE
- POWER BI

Languages:

- English
- Hindi
- Tamil
- Malayalam
- Read, Write, Speak
- Read, Speak
- Speak
- Speak

I do hereby declare that all the information that provided above is correct and true to the best of my knowledge

Date:

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