

## **MUHAMMAD ALI**

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Home Address: Village Kunais Post Office Ghowari Tehsil  
Daghoni District Ghanche Gilgit Baltistan  
Pakistan

### **CAREER OBJECTIVE**

An ambitious soldier accountant with a strong academic background, excellent communication skills, and a good working understanding of the breadth of accounts, from ledgers right through to trial balances and other accounts activities. Muhammad Ali is enthusiastic, open minded and has the required potential and drive to take any business and field of accounts forward. Apart from being able to think always and act decisively, he has the ability to quickly identify opportunities to reduce waste and inefficiency. Right now he is looking for position with your organization, that not only provides stimulating and challenging environment, but also opportunities for career growth and promotion.

### **PERSONAL PROFILE**

Fathers' s Name	-	ABDUL RAHMAN
Date of Birth	-	06 November 1987
Gender	-	Male
Marital Status	-	Married
CNIC No	-	71301-3746956-5
Nationality	-	Pakistani
Religion	-	Islam
Domicile	-	Ghanche (GB)

## QUALIFICATION

Education	Year	% / Div	Institute / Board / University
SSC (Science)	2003	56 % / 2 <sup>nd</sup>	Federal Board Of Intermediate & Secondary Education Islamabad
HSC (FA)	2005	56 % / 2 <sup>nd</sup>	Allama Iqbal Open University Islamabad
BA	2013	59% / 2 <sup>nd</sup>	Allama Iqbal Open University Islamabad
B.COM	2024	63% / 1 <sup>st</sup>	Allama Iqbal Open University Islamabad
MA (T) Education	2021	63% / 1 <sup>st</sup>	Allama Iqbal Open University Islamabad

## KNOWLEDGE OF

- ☆ Using Sage
- ☆ Auditing
- ☆ Accounts
- ☆ Purchase Ledger
- ☆ Balance Sheet
- ☆ Bank Statement
- ☆ Payroll
- ☆ Processing Invoices
- ☆ Allocating receipts
- ☆ Expense claims
- ☆ Payment runs
- ☆ Analyzing data
- ☆ Dealing with troops
- ☆ Personal Assistant with Staff Officer

## EXPERIENCE

- ☆ 19 Years and above experience as accountant in Pakistan army since 27 December 2004. (Expert in MS Words, Office and MS Excel)
- ☆ 19 Years and above experience in Financial Accounting, Understanding Company Accounts, Financial Control & Auditing and Taxation in Accounting.
- ☆ Assist with Monthly, Quarterly and Annual Financial Statements, general ledger, balance sheet reconciliations, journal entries, fixed assets and Pay & Allowances reporting.
- ☆ Performed duties as Personal Assistant with Staff Officers since 4 years.

## LANGUAGE

- ☆ Balti - (R) (W) (S)
- ☆ Urdu - (R) (W) (S)
- ☆ English - (R) (W) (S)

## HOBBIES

- ☆ Reading Books
- ☆ Playing Cricket

## REFERENCE

- ☆ Will be provide on demand