

Muhammad Moiz

Account Manager

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Faisalabad, Pakistan

Results- driven accounting Professional seeking challenging roles that leverage my skills and experience to drive business growth and success.

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EDUCATION

Bachelor's of Business Administration - Banking & Finance

University of Agriculture

2019 - 2023

CGPA: 3.57

I.Com

Punjab Group of Colleges

2017 - 2019

Marks: 71%

Professional EXPERIENCE

Account Manager

BinNoor Fab

04/2023 - Present

A rapidly emerging clothing brand renowned for exceptional quality, innovative designs, and unparalleled customer satisfaction.

Key Achievements/Tasks

- Efficiently handle their financial accounts and oversee financial planning, budgeting, and strategy to drive business growth and profitability.
- Preparing Annual Accounts & Lead financial operations, including accounting, treasury, and financial reporting, ensuring compliance and efficiency.
- Provide strategic financial insights to senior management, enabling informed decision-making.

Finance Intern

THE HOMETOWN

11/2022 - 04/2023

The Hometown is a mobile-application-based Business Start-up that connects the Hostel students with the Hostel Owner.

Key Achievements/Tasks

- Collaborated closely with a team of four members to accomplish crucial business development projects. Actively participating in tasks such as developing mission and vision statements, conducting competitor analysis, and establishing partnerships through MOUs.
- I was responsible to keep records of daily and monthly expenses and responsible to report to the founder and co-founder of this startup.
- Analyzed the effectiveness of **The Home Town** mobile application, finding it saved users 70% in time and money.

Internship

LFA: Local Fund Audit

07/2022 - 08/2022

Key Achievements/Tasks

- During my internship with the Local Fund Audit Department in the Government Sector, I gained hands-on experience in various aspects of financial analysis and reporting, including preparing Accounts books, Data entry, learning regarding manual stock taking, Digitalized stocktaking and working in a team.

Key Skills

Quick Books Online

Xero

ZOHO

Data Entry

Accounts Manager

Accounts Receivables

Payable

Accounting & Bookkeeping

Financial Analysis

Excel

PROJECTS

Financial Risk and Profitability

- This project is to determine and evaluate the relationship between Financial Risk and Profitability, limiting this research to Cement Sector of Pakistan using a descriptive survey.
- Key variables i.e. Return on Equity (ROE) is used to calculate profitability, and Computed the Financial ratios of Cement sector from fiscal year 2018 to fiscal year 2022 in order to analyze the effect on firms Profitability, using Excel formulas.
- The descriptive statistics were used for panel data analysis, correlation analysis.

Financial Ratio Analysis on MTM

- A thorough financial ratio analysis of Masood Textile Mill assessed its financial health and performance using key metrics like liquidity, profitability, leverage, and activity.
- Through the analysis of various ratios, I gained valuable insights into MTM's operational efficiency, ability to meet short-term obligations, profitability levels, and long-term financial stability.

Leadership Experience

- Finance Secretary of Business Management Society.
- Finance Secretary of Naat Club at UAF

CERTIFICATES

- Appreciation for Successfully conducting Department Events
- I.T Quiz Competition by Memar-e-Millat

LANGUAGES

Urdu
Native or Bilingual Proficiency

English
Professional Working Proficiency