



MUHAMMAD FARES ACCOUNTANT

CONTACT

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Doha Al-Jaded Qatar

Date of Birth: 18 April 1996

SKILLS

- Project Management
- Public Relations
- Teamwork
- Time Management
- Leadership
- Effective Communication
- Critical Thinking
- Digital Marketing

Accounting Skills:

- Financial Reporting and Analysis
- Cost Accounting and Management
- Financial Modeling
- Data Analysis
- Compliance
- Leadership and Management
- Problem-Solving and Critical Thinking
- Decision-Making
- Adaptability and Resilience

LANGUAGES

- English (Fluent)
- Urdu (Fluent)
- Hindi (fluent)
- Arabic (Intermediate)

CERTIFICATIONS:

- CCNA
- OSHA
- IOSH
- ADVANCE SAFETY DIPLOMA

PROFILE

With a rich experience of 6+ years in accounting and a strong grasp of financial analysis and auditing, I'm thrilled to apply my skills to an Accounting Intern role. My experiences have equipped me with a profound understanding of accounting standards, and my ability to lead and improve efficiency demonstrates my readiness for this role.

WORK EXPERIENCE

Accountant Nov 2023-April 2025 Venture Hub Madinah Saudi Arabia

- Managed key accounting operations within a team at a leading global services company.
- Supervised preparation of 100+ financial statements adhering to GAAP standards, increasing team's efficiency by 25%.
- Implemented a new budgeting process, reducing variance by 30%.
- Led a team of 5 accountants to provide 24/7 support for a critical project, increasing client satisfaction by 20%.

Accountant Feb 2021-Aug 2023 Umar Pharmacy Peshawar, Pakistan

- Manage and track payments, invoices, and receipts, ensuring all financial transactions are recorded correctly. Maintain accurate and up-to-date financial records, including accounts payable and receivable. Generate invoices for goods sold, ensuring all information is accurate and properly documented.

Accountant April 2019-Jan 2021 City Lights Construction Companies Peshawar, Pakistan

- Managed accounting operations for multiple construction projects simultaneously, ensuring all financial reporting and compliance with a portfolio totaling Rs.35 million.
- Pioneered the transition to a new financial management system, which reduced financial reporting errors by 90% and improved stakeholder satisfaction.
- Devised strategic cost-reduction initiatives that were instrumental in decreasing project overhead costs by 12% while maintaining quality standards.

EDUCATION

- Master of Business Administration - CGPA 3.67/4.00 2022-2023
City University of Science And Information Technology
Peshawar, Pakistan
- Bachelor of Business Administration - CGPA 3.2/4.00 2015-2020
University of Peshawar, Pakistan