

# HUMZA LIAQUAT

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## OBJECTIVE

Seeking challenging positions with growth opportunities in a competitive environment where I can deploy my skills to enhance the organization's value and learn more, advance in career, academic and to be a part of an organization that supports efficiency and dedication.

## CERTIFICATIONS

- **Microsoft office Specialist Excel**  
(2013) December 2017
- **Financial Market Employability**  
Technical Education  
& Vocational Training  
Authority (TEVTA)

## KEY SKILLS

- Analytical Skills
- Attention to Details
- Flexibility
- Adaptability
- Teamwork
- Great Communication skills

## EXPERIENCE

### Accounts Associates • A.H.W. & CO Chartered Accountant

*August 2018 to till to date*

- Audited Profit & Loss Statement for year ended 2018 of Integrated Equities Limited & BSL (Pvt.) LTD
- Preparation of Tax computations and Tax Notices / replies of Individual, Partnership and Companies
- Lead team in implementation of receivables, payables, general ledgers and inventory modules in ERP systems of Sarwar Poly Packages (Pvt.) LTD and Dreams Lifestyle Products
- Managed and lead team in offshore assignment of New Zealand clients. As team leader divided works and specified team roles for recording of journal entries and preparing sales tax return reports for 2 or 6 months accordingly

### Assistant Accountant • Munawar Sajid & Co.

*July 2016 to August 2017*

- Arranging time and meetings with clients to collect data for the monthly Sales Tax Return, Annual Income Tax Return or annual filing of Securities & Exchange Commission of Pakistan
- Draft Preparation of Sales tax Return and Monthly General Ledger Accounts of assigned clients
- Assisting senior in various matters

### Account Officer • Sigma Constructions & Equipment Pvt. LTD

*May 2015 to May 2016*

- Making of Monthly bank reconciliation and managing daily routine work
- Collecting of advances & expenses details from site engineers. Recording & filing of expense details
- Compliance with Lahore Chamber of Commerce (LCCI) for sending invitation for Chinese engineers visit.

## EDUCATION / QUALIFICATION

### Association of Chartered Certified Accountants (ACCA)

Strategic level Continued

Knowledge and Skill Levels Exempted on bases of B.Sc. Accounting & Finance

### B.Sc. Accounting & Finance – National University of Computer & Emerging Sciences (FAST NU LHR)

*August 2014 to June 2018*

### Intermediate in Commerce - Punjab College, LHR

*July 2012 to September 2014*

### Matriculation – The Trust School (2012)

*Major in Biological Sciences*