

# Muhammad Kamran Khan Warsi

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## *CAREER OBJECTIVE*

Being a Cost and Management Accountant (CMA) with over Twenty (20) years of experience, I am looking for a challenging role in Accounts & Finance Division of a progressive organization where I can use my knowledge and experience of various sectors to the benefit of the organization.

## *EDUCATION AND PROFESSIONAL QUALIFICATION*

- **Cost & Management Accountant (CMA)** from Institute of Cost and Management Accountants of Pakistan (ICMAP). Passing year 2000.
- **ACCA Finalist.** Have passed Eleven (11) out of fourteen papers of **The Institute of Chartered Certified Accountants - U. K (ACCA)**.
- **Master's in commerce (M. Com)** degree equivalency letter granted by Higher Education Commission of Pakistan in the year 2003 on the basis of ICMAP membership.
- **Bachelor of Commerce (B. Com)** from University of Karachi.

## *PROFESSIONAL EXPERIENCE*

**GULFTAINER COMPANY LIMITED**  
**MOMENTUM LOGISTICS LLC**

**(July 2010 to Sep 2017)**  
**(Oct 2017 to date)**

**Senior Financial Accountant**  
**Report to: Financial Accounting Manager (UAE Operations)**

Gulftainer Company Limited has been operating since 1976 in the UAE and operates two (02) main ports in the Emirates: Sharjah Container Terminal (SCT), and Khorfakkan Container Terminal (KCT), both on behalf of the Sharjah Port Authority.

Momentum Logistics is a wholly owned subsidiary of Gulftainer Group.

Following are my duties and responsibilities:

### **Momentum Logistics LLC – UAE (October 2017 to date)**

- Preparation of Division wise Monthly Financials, Division wise and Consolidated EBITDA Report and extracts for Management report.
- Customer wise Revenue reconciliation for various divisions like Transport division, Container Depot, Warehouse division, GCR division and Freight Forwarding division.
- Revenue and Output VAT Reconciliation. Reconciliation of Output VAT with the Revenue

Invoiced to Customers for all Momentum Logistics Division by checking Zero rated and Standard rated VAT applied.

- Freight Revenue and Expense Recognition as a monthly account closing process and Freight Forwarding Work in Progress Revenue and Expense Reconciliation on a monthly basis.
- Reconciliation of Intercompany accounts between Momentum Logistics UAE and GulfTainer UAE, and GulfTainer Iraq.
- Reconciliation of Interdivision Receivable and Payable accounts for various Momentum Logistics UAE divisions.
- To keep a track of CAPEX related items for various Momentum Logistics divisions by appropriately recognizing / retiring the Assets and preparing various Fixed Assets schedule.
- Initiator for online banking transaction (Bulk payment through file upload) for various UAE banks. (Noor bank, Sharjah Islamic bank, United Arab bank, etc.)
- Review of Accruals and prepayments reconciliations on a monthly basis.
- SAP ERP core user and involved in all Month end and Year end activities like Prepayment Run, Depreciation Run, CAPEX order, Internal order, and Engineering order settlement, Division and Head office cost allocation, Foreign currency valuation run and preparation of various Audit schedules.

**Before engaging with Momentum Logistics worked on following project and assignments with GulfTainer Company Limited (July 2010 to September 2017)**

- Preparation of Annual Revenue and Expenditure budget for Borouge Ruwais terminal operations, Abu Dhabi on behalf of international plastics solutions company, Borouge (ADNOC group Co.) in Ruwais, Abu Dhabi.
- Monthly Revenue Invoicing to Borouge for Manpower & Overtime / additional work, and Material Re invoicing (recovery of material and repair costs from customers).
- Supervising monthly Reconciliation of Inventory module with Accounts module to ensure all Stores Issues has been properly accounted. (legacy Software)
- Supervising monthly provision for creditors' invoices for Camp Accommodation, Outsourced employee cost, leased vehicle cost, EOSB and Leave provision.
- Review of Updating of Fixed Asset module on a monthly basis for Fixed Assets & Capital Work in Progress and reconciliation with Accounts module. (Legacy Software)
- Review of Accruals and prepayments reconciliations on a monthly basis.
- Reconciliation of Intercompany accounts with various group entities in Saudi Arabia, Iraq, Qatar, Bahrain, Singapore, USA and Brazil.
- Preparation of Quarterly Working Capital requirements for contributions from JV partners for overseas operations in Iraq.
- Monthly updating of Statement of Project Expense category wise for various projects across the globe.
- Coordinate with IT department for updating of reporting module and development of new operations reports from the system. (Legacy Software & SAP)

**Special Assignments:**

- Core user and contributor towards SAP ERP implementation. Coordinating with SAP consultant, IT team, and project manager regarding preparation of Customer masters, Integrated testing, User acceptance testing, and Interface testing.

- Prepared Bid Financials for (1) BOROUGE PE / PP PACKAGING AND CONTAINER BULK FILLING OPERATIONAL SERVICES AT RUWAIS, ABU DHABI and (2) BOROUGE PORT AND CONTAINER YARD OPERATIONAL SERVICES AT RUWAIS, ABU DHABI in coordination with different departments (Projects, HR & Admin., and Operations).
- Contributed towards new Financial Accounting System (FAS) testing and implementation during 2012 - 2013. Relevant areas include Borouge Ruwais division, Gulf Container Repair divisions, Revenue and Debtors.
- Contributed towards the preparation of Accounting Standard Operating Procedure manual in coordination with the Consultant assigned to this job.
- Port Comparison of GTL ports business with other ports in the region and across the globe in terms of Financial Analysis and highlighting Key performance ratios.

***GULF INTERSTATE OIL COMPANY LLC, DUBAI, U.A.E***  
***PLASTCRETE MIDDLE EAST LLC, DUBAI, U.A.E*** (April 2008 – June 2010)

***Senior Accountant***

Report to: ***Finance Manager***  
***General Manager***

Following were my duties and responsibilities:

- Responsible for the finalization of Annual and Quarterly Financial Statements for two (02) group entities namely Gulf Interstate Oil Company (OIL TRADING) and Plastcrete Middle East LLC (GRC MANUFACTURING & INSTALLATION).
- Cargo based Profit & Loss Account, Invoicing of Oil Cargo shipments based on Platts European Market Scan reports, Monitoring of L/C accounts for receipts & payments against L/Cs, Invoicing of Demurrage, Invoicing of Interest to Ministries & Bank, (for Gulf Interstate Oil Co.).
- Project wise Profit & Loss Account, Supervision of Factory Stores Accounts for Monthly Stock Statement and Project wise stock Issuance reports, Monitoring of Payroll & outsourced labour for project Allocation, and Responsible for quarterly stock reconciliations (for Plastcrete Middle East LLC)
- Preparing monthly Inter-Company Reconciliations.
- Responsible for opening LC with banks and also ensuring that all documents with respect to export are in line with terms and conditions on the Letter of Credit i.e. ensuring non-discrepant document goes to the customer.
- MIS Reporting like variance analysis, ratio analysis, and ageing analysis with respect to stock and receivables.
- Fund management through preparation of Cash flow (time line). This also involves monitoring Receivables and Payables position to ensure adequate liquidity is available to meet business needs. Availing proper credit period before making payments to suppliers. Management of receivables requires screening customers in the light of credit policy formulated by the company and also following up with customers for outstanding payments as and when they fall due.
- Dealing with External Auditors in an annual audit of the company.
- Ad-hoc assignments given by the management from time to time.

**BANK ALFALAH LIMITED Karachi**

*(Nov 2006 - Nov 2007)*

**Branch Accountant**

**Report to: Area Office & Finance Division**

Following were my major duties and responsibilities:

- Prepare various schedules / workings / analysis as required by the Area Office and Finance division.
- Responsible for Daily Position of Deposits and Advances, Weekly Position of Affairs, Provision of Profits on Deposits and Recovery of Markup on Advances.
- Review of Statements of Affairs, Statement of Income and Expenditure, and Account Activity on daily basis, maintain daily Head Office balances with Treasury, maintain daily Averages of Deposits and Advances, Maintenance of Fixed Assets records, Depreciation, Balancing of Books, Accruals and Prepayments.
- Ensure that audit of our branch takes place smoothly and responding to the queries of auditors.
- Preparation of All reports / Financial Statements on weekly, fortnightly, monthly, quarterly, Half-yearly and yearly basis. Reporting of Assets and Liabilities to State Bank of Pakistan. Performance review report, Budget review report, Business achievement and Profit recovery from Treasury.
- Furnishing to Area office / Finance division / Income Tax department, Quarterly, Half Yearly, Yearly Tax Returns and Statement of with holding tax.

**PAKISTAN TELECOMMUNICATION COMPANY LIMITED (July 2002 – Oct 2006)**

**Financial Analyst**

**Report to: Director Budget & payments &  
Manager Finance**

Following were my major duties and responsibilities:

- To devise ways and means for bringing improvement in the existing system of budgeting / distribution of funds. To monitor that expenditures of each attached division is within the budgetary limits and ensure that approval of the competent authority is available.
- Allocation & Allotment of Funds and requisitioning ceiling from PTCL Head Quarters Islamabad under different expenditure heads.
- Preparation of Monthly variance reports between budgeted and actual expenditure and report the same for corrective measures.
- Supervise the day to day work of Divisional Accounts Office with strength of five (5) and
- Supervise HRM&P Cell with strength of three (03) at Regional Office STR-IV, Karachi. Monitoring of Personnel and Payroll Accounting system.
- Responsible for compliance with Income Tax laws and filing of Monthly and annual returns under suppliers and Salaries.
- To assist Director Budget and Payments and Manager Finance in all Financial and Accounting activities
- Coordination with external auditor for conduct of Annual audit and preparation of various reports and schedules as per requirements of external auditors.

**UNITED BANK LIMITED**

*(Jan 2002 – July 2002)*

**Internal Control Unit (ICU) Supervisor**

**Report to: Regional ICU Head**

Following were my major duties and responsibilities:

- Worked as an Internal Control Unit (ICU) Supervisor and responsible for Internal Audit and Inspection of 15 Satellite branches through surprise visits on monthly basis.
- Responsible for Vouching, trial balance, override exception and various control reports from Uni – Bank 2000 (banking software) on daily basis.
- During branch inspection responsible for checking of Cash at start of day, Account opening forms from KYC (know your customer) perspective, Stock Taking of Security Stationery, Balancing of Books, Checking of Letter of Credit and Letter of Guarantee register and recovery of commission thereon. Checking of provision of profits on Deposits (Term and Savings etc.) and recovery of markup on Advances (Term finance, Current finance, Staff Loans etc.)
- Reporting Area Operations Manager and Regional ICU Head regarding departure from prudential rules & Regulations, reporting of suspicious transactions from Anti money laundering (AML) and Parallel banking perspective.

**STRONGHOLD PAKISTAN PRIVATE LIMITED**

*(Dec 1999 – Jan 2002)*

**Internal Audit Officer**

**Report to: Manager Finance**

Following were my major duties and responsibilities:

- Looking all affairs of system audit, Physical verification of capital nature items and designing internal controls.
- Monthly Stock Taking at Factory Store office.
- Audit of planning department regarding production material Budgeting.
- Reconciliation of Stock issuance sheets, job sheets and finished goods report.
- Audit of Monthly Payroll sheets.

**ZIAUDDIN HOSPITAL CLIFTON CAMPUS**

*(March 1998 – Dec 1999)*

**Accountant**

**Report to: Manager Finance & Administration**

Following were my major duties and responsibilities:

- Preparation of MIS reports monitoring Cash flow and Bank position and income from various sources on daily basis.
- To prepare monthly Bank Reconciliation, Payroll, and Income Tax returns.
- To assist in preparing and finalizing the accounts of the company
- Monitor & Control of Computerized General Ledger System.

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***PROFESSIONAL TRAINING AND COURSES/WORKSHOPS/SEMINARS***

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Participated in In-house training courses conducted by United Bank Limited and Bank AlFalah Limited in the areas of Basic Banking Skills, ICU & Audit Functions and AlFalah Gold Standards.

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***COMPUTER PROFECIENCY***

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Excellent working knowledge of **MS Excel and Core user of SAP ERP**. I have also completed One-year Diploma in computer science from Petroman Training institute Karachi in 1993 and also attended a course on **Microsoft SQL server 2000** conducted by ICMAP.

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***PERSONAL PROFILE:***

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- Driving License                      Holder of UAE driving License
- Marital Status                        Married
- Nationality                            Pakistani
- Willing to relocate.

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***REFERENCES:***

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Will be furnished upon request.