**Mir Murtuza Ali**

**Contact:** +918008420648 / +971569204629 (whatsapp)

**Email ID:** mirmurtuzali2000@gmail.com

Masters Degree in Business Administration with specialization in Finance. Ambitious and driven to succeed, with strong knowledge in Finance and Accounts area.

Seeking a challenging position in a reputed organization where I can learn, grow and simultaneously benefit the organization.

**ACADEMIA**

* Completed MBA Finance from **Osmania University**
* Completed B.Com from **Osmania University**

**WORK EXPERIENCE**

**February 2020 – Present**

**Finance Processor and Analyst** at **Formula Advisory Network Pvt. Ltd**

***Hyderabad, India***

Payroll & Compliance

* + - * Processing and payment of weekly payrolls
			* Processing, reconciliation and payment of monthly superannuation
			* Processing and lodging monthly Australian Payroll Tax
			* Preparing, lodging and payment of monthly / quarterly Business Activity Statement to report GST and PAYG
			* Preparation of monthly Review and Analytic reports.
			* Investigate, action and respond emails from the Client
			* Posting Payroll and Compliance related journal in Oracle NetSuite

Receivables Management

* Posting sales entries in Oracle NetSuite
* Performing sales and bank reconciliation
* Reconciliation of inter-company loan accounts
* Reconciliation of AP and AR transactions
* Reporting any discrepancies, suspense account balances and unallocated payments to the Client
* Preparing Gaming tax calculation
* Preparation of monthly Review and Analytic reports.
* Investigate, action and respond emails from the Client

**November 2018 – April 2019**

**Accountant** (on-site) at **Dulsco** **LLC**

***Dubai, U.A.E***

**November 2015 – October 2018**

**Finance Assistant** at **Al Shafar National Contracting LLC**

***Dubai, U.A.E***

**SKILLS**

* Experience in Oracle NetSuite
* Accounting management
* Accounts payable, receivables and payroll
* Financial statement expertise
* Australian tax / compliance knowledge
* Accounting review and analysis

**MANAGEMENT & PERSONAL SKILLS**

* Good analytical skills
* Ability to communicate effectively
* Good emailing skills
* Hardworking, reliable and trustworthy
* Organized
* Capable of doing multi-tasks
* Team player

**LANGUAGES KNOWN**

* **English** - *Read, Write and Speak*
* **Hindi / Urdu** - *Read, Write and Speak*

**PERSONAL DETAILS**

**Date of Birth :** 21st April 1994

**Resident of** **:** Hyderabad, India

**Criminal Records :** None

**DECLARATION**

In the view of above, I hereby declare that the information provided above is true to the best of my knowledge.