



WAMIQ ALI

Accounts Officer

OBJECTIVE

To pursue a managerial and career-oriented position in an organization where I could utilize & offer my abilities and capabilities to produce positive outputs.

PERSONAL DETAIL

D.O.B: Mar,13,2001
N.I.C. No: 37405-6500119-5

CONTACT

PHONE:

+92-332-5953975

ADDRESS:

House No# 342, Mohallah Kashmirian,
Chour Harpal, Rawalpindi,

EMAIL:

WAMIQALI609@GMAIL.COM

LANGUAGES

URDU
ENGLISH
Punjabi

PROFESSIONAL PROFILE

Skill Highlights

- IPOS(Pump management system)
- ERP Software
- Innovative
- Excellent Communication
- Microsoft Office
- Leadership
- Courtesy and Honesty

EXPERIENCE

► CALL CENTER:

- 1 Year Experience as **CSR** In Kareemya Technologies ISB

► MUSHTARKA MUHMAND PETROLEUM COMPANY PVT LTD

[FEB 23, 2022 to TILL Date]

Accounts Officer:

- Bank and Club Card Reconciliation.
- Monitor and Manage Accounts Payable and Receivables.
- Regular Analysis of Data.
- Maintaining company's Ledgers.
- Identified Mistakes on All forms.
- Yearly and quarterly closing.
- Financial statement.
- ERP Software.
- Credit control.
- Assisting in financial audit.

QUALIFICATION

Government College of Commerce University of the Punjab, B.COM	2022
Government College of Commerce Intermediate Rawalpindi Board	2020
F.G Public Secondary School Matriculation (Science), Federal Board	2018

COMPUTER SKILLS

6 Months Course Of "Microsoft Office" From (AGT Institute). 2020.

REFERENCES

Can be furnished upon request.

