Muhammad Asif Khan – CA Finalist

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Profile

Chartered Accountant (Finalist) with around 5 years of experience in internal audit, risk assessment, financial reporting, and compliance. Skilled in Teammate+, PowerPoint, and MS Office to enhance audit efficiency and strengthen internal controls. Recognized for problem-solving, attention to detail, and delivering value-added recommendations.

Key Skills

- Risk Analysis & Assessment
- Internal Controls & Audit Frameworks
- Knowledge of Auditing (ISA) & Reporting Standards (IFRS)
- Impact Analysis & Mitigation
- Proficiency in Teammate+ and MS Excel
- Data Visualization with Power BI

PROFESSIONAL EXPERIENCE

Faisal Movers Private Limited

Sr. Executive Internal Audit — **July 2025 – Present**

Key Job responsibilities include:

- Conducted audits of bus vouchers, store inventory, payroll, and operating expenses.
- Verified accuracy and compliance of financial and operational transactions.
- Reviewed payroll processes to ensure proper authorization and error-free disbursements.
- Monitored store records and inventory management to prevent leakage or misuse.
- Examined expense claims and supporting documents to validate legitimacy and approvals.
- Identified control gaps and recommended improvements to strengthen compliance and efficiency.

MMBA Certified Chartered Accountants

Sr. Consultant — **January 2025 – July 2025**

Key Job responsibilities include:

- Conducted audits of internal controls, processes, and financial transactions.
- Identified risks and evaluated effectiveness of control frameworks.
- Prepared audit documentation and supported senior auditors in engagements.
- Ensured compliance with standards and coordinated with clients for data and queries.

Pakistan Telecommunication Company Ltd. (PTCL)

Sr. Associate Internal Audit — **May 2021 – November 2024**

Key Job responsibilities include:

- Conducted comprehensive audit assignments and identified multiple critical areas for improvement while adhering to Global Internal Audit Standards to achieve targeted objectives.
- Conducted detailed walkthrough assessments on different audits to pinpoint procedural gaps.
- Identifying violations/deviations from the laid down systems and procedures.
- Analyzed and reviewed departmental manuals to identify compliance gaps, resulting in enhanced adherence to regulatory standards, findings were documented and presented to senior management for action.
- Preparation and organization of detailed working papers to document and support audit processes and financial analyses.
- Audit documentation on audit software (Teammate+).

AFRASIAB TANVEER AND CO. CHARTERED ACCOUNTANTS (ATCO)
Audit Intern **November 2020 – April 2021**

Responsibilities include:

- Assisting in the execution of financial audits under the guidance of senior audit professionals.
- Conducting fixed assets verifications to maintain precision in financial assessments.
- Conducting detailed testing of financial transactions, account balances, and internal controls.
- Collaborating with team members to gather and analyze relevant financial data and documentation.
- Documenting audit procedures, findings, and recommendations in a clear and organized manner.

ACADEMIC QUALIFICATION

Certified Finance and Accounting Professional (4 papers passed)-ICAP	In Progress
Certified in Accounting and Finance-ICAP	2019
Assessment of Fundamental Competences-ICAP	2016

CERTIFICATIONS

- Certificate of QuickBooks from Ignite a program of Ministry of IT & Telecom
- Certificate of Presentation and Communication Skills from ICAP
- Certificate of Professional Value, Ethics and. Attitude (PVEA-I) from ICAP
- Certificate of Mastering Microsoft Power BI from ICMAP
- Certificate of Advanced Transformations With, MS Excel Power Query and Power BI by ICAP

WORKSHOPS & TRAININGS

- Data extraction and Manipulation Using **SQL** as part of a training conducted by PTCL IA Department.
- Data Presentation using **Power BI** in a training session facilitated by the PTCL IA Department.
- **ESG Internal Auditing** program by Evolve Learning Hub, achieving **2nd place** in accompanying quiz.

REFERENCES

Reference will be furnished on request.