



# ROOMA EJAZ

Seeking an opportunity with a forward-thinking company that needs a productive and energetic manager to make a difference in operations.

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## Educational History

**Bachelor in Accounting and Finance**  
**BAHRIA UNIVERSITY KARACHI CAMPUS**  
(2017-2020)

## Skills Summary

- Financial Modeling
- Average on Power Bi
- Command on EViews
- Proficient in MS Office
- Good Presentation Skill
- Communication Skill
- Excellent Team working
- Time management Skill

## Projects

- Risk & Return Analysis on Nishat Mills onsite project
- Comparative analysis of monetary and fiscal policy
- The Macro-Economic Variables- Stock Market Index Relationship in Pakistan

## Certificates

- Institutional Banking Virtual Internship Program in City Bank (6-week internship)
- Certificate of Participated in Consumer Right Protection Council of Pakistan

## Interests

- Accounting
- Finance
- Audit
- Taxation

## Work Experience

### Printech Packages (Pvt) Ltd | (Sep 2021 - Present)

#### Costing Officer

- Develop and maintain accurate product costs.
- Provide costing according to the product requirement.
- Audit item costs, costing methods, and systems for accuracy.
- Assist sales and marketing teams and pricing analysts with proposals for new business.
- Perform cost & benefit analysis for new projects and capital acquisition.
- Daily Monitoring of (ERP) reports and taking corrective actions based on the report.
- Managed the purchase of raw materials and supplies and documented expenditure.
- Efficiently allocated costs and prepared related documentation.
- Routinely compared estimated costs to actual output costs.
- Prepared various market analysis reports
- Proper documentation related to the product, changes in design, size, and other specifications.
- Proper documentation related to performance management.
- Daily visits on the floor to ensure production.
- Provide a proper incentive plan for each department.
- Provide monthly and mega incentives based on production.
- Generated month-end report of post and pre costing.
- Prepared daily target reports of each department.
- Proper documentation related to the job.
- Generated reports on future possibilities and new business on monthly basis.
- Developed strategic plan for day-to-day operations.

### SONERI BANK | (May 2021 - August 2021)

#### Compliance Intern

- Solved the query of the customer.
- Take the Eforms of the customers.
- Solve the back-end process of customer complain.
- Proper documentation related to the customer.

### CITY BANK | (August 2020 - September 2020)

#### Finance Intern

- Prepared company overview analysis page & consider Merger acquisition rational.
- Prepared the model of discounted cash flow and comparable analysis.
- Advice on outperforming the market.