



Saba Bano

Finance Professional

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<https://pk.linkedin.com/in/sababano>

MY BRIEF CREDENTIALS

- ACCA Qualified (2008), Economics Graduate
- Big Four Articles (Ernst & Young, Dubai) and MNC exposure.
- 14 Plus years of experience, including FMCG, Manufacturing, and Project Management & Leasing.
- Have worked in Pakistan (4 years), UAE (8 years) & UK (2.5 year).
- Expertise in JD Edwards, SAP, IFS, Data Analytics.

PROFESSIONAL SKILLS

- Leadership
- Financial & Statutory Reporting
- Auditing Standards & IFRS
- Risk and controls assessment
- Data Analytics
- Planning , Budgeting & forecasting

CONTACT DETAILS

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<https://pk.linkedin.com/in/sababano>

Address:

DHA, Karachi, Pakistan

OTHER DETAILS

Date of birth: October 19, 1979

Nationality: Pakistani

PROFESSIONAL EXPERIENCE

Manager Finance & Systems (Feb 2021 to Present)

Siddiqsons Limited

Key responsibilities:

- Strategic Financial Management & Leadership role;
- Development of strategy to support business mission & direct financial planning;
- Business process improvement, and implementation of centralized system of accounting;
- Leading ERP Data scrubbing project & assisting the system audit;
- Developing budgeting department, treasury, procurement functions;
- Financial performance reporting to CEO; and
- Coordination with Banks and financial institutions and secretarial matters.

Manager Assurance (Oct 2019 to Nov 2020)

Ernst & Young (MENA Region) – Pakistan

Key responsibilities:

- Project management of the near shore audit delivery to ensure best quality audit deliverables on a timely basis as per the agreed scope;
- Utilizing my aptitude and expertise through planning, execution and completion stages of audit and assurance engagements;
- Planning and coordination of engagements to meet stringent deadlines;
- Conducting business and audit risk assessment via client inquiry; observation, research and analysis by applying cumulative audit and assurance knowledge;
- Assisting clients in the preparation of financial statements in accordance with International Financial Reporting Standards (IFRSs), local corporate laws and directives of regulatory authorities.

Chief Accountant (May 2017 to Oct 2019)

MAF Hypermarkets Pakistan (Pvt.) Ltd (Carrefour) – Pakistan

Key responsibilities:

- Headed the booking keeping of six hyper stores across Pakistan;
- Managed General Ledger, Accounts Payable and Treasury functions;
- Monthly financial reporting to MAF Carrefour International. i.e. Dubai Head office;
- Monthly audit of Payroll;
- Worked on JD Edwards, SAP Cartesis and GIMA.

Finance Manager (May 2015 to Feb 2017)

HMG Supplies – UAE

Key responsibilities:

- Performed end to end accounting responsibilities
- Arranged and managed trade finance
- Supervised implementation of MIS system
- Formulated and implemented credit policy, HR policy, and Sales policy
- Prepared Business plans, Budgets and marketing plans
- General office and HR management

ACHIEVEMENTS

- Built BPR Committee and formulated and documented budget policy, treasury manual, inventory & petty cash policy.
- As head of BPR committee, engaged Big Four for IT audit, HR BPR and organization design.
- Part of team responsible for System Migration (SAP B1 to S/4 Hanna)
- Introduced and documented authority matrix and collection policy, gate pass policy.
- Prepared and implemented transaction based complete department wise budget in SSL.
- Responsible for Inclusion of five more territories in the offshore set up office of Ernst & Young, MENA region.
- Part of team to Implement ERP system in MTN Dubai.

INTERESTS / HOBBIES

- Books Reading
- Hosting
- Social Volunteer Work
- Water Paints
- Social Media
- Vlogging

References will be furnished if required

PROFESSIONAL EXPERIENCE (Cont.)

Senior Accountant (Sep 2010 to Feb 2014)

Rizvi & Co., Chartered Accountants – United Kingdom

Key responsibilities:

- Planned supervised and finalized audits and accounting jobs
- Liaison with clients at stages of planning; execution; conclusion of their audit
- Assisted clients in preparation & presentation of their financial statements
- Preparation of audit and accounts deliverables and draft reports for clients
- Performed interest surcharge expense analysis and preparation of deliverables for financial audits

Associate External Auditor (June 2007 to Nov 2009)

Ernst & Young – United Arab Emirates

Key responsibilities:

- Coordinated and executed all aspects of audit assignment including planning & final audit meetings and audit procedures
- Compilation of the documentation and audit report
- Reviewed work performed and prepared various reports for communication with management, board of directors, and audit committees
- Assessed the adequacy of internal controls
- Prepared financial statements in accordance with International Financial Reporting Standards (IFRS)

Accounts Executive (Oct 2003 to March 2007)

PetroSAA FZ LLC – United Arab Emirates

Key responsibilities:

- Book keepings of entire company dealing in Trading of Crude Oil and Mobile;
- Assisting auditors to conduct statutory audits;
- Assisting Management to prepare high level presentations;
- Working with account planners to devise a campaign that meets the client's brief and budget.

PROFESSIONAL EDUCATION

Associate Chartered Certified Accountant (ACCA) - (2004 to 2008)

Association of Chartered Certified Accountants (ACCA).

Bachelor of Arts - (1998 to 2000)

Kinnaird College for Women Lahore

PROFESSIONAL DEVELOPMENT

- Completed mandatory E-learning programs as devised by EY for audit, assurance, data analytics and personality developments.
- Completed 'Leader Training Program' at Siddiqsons Limited.
- Acquiring proficiency via on-hand practical experience of using MS Excel, MS Word, and MS PowerPoint along with the Audit Engagement Management System 'CASEWARE', 'HELIX' and 'GAMx' of EY.
- Completed 'Training Trainers' at MAF.

EXTRA CURRICULAR ACTIVITIES

- Founding Member of Green Welfare Society.
- Artist at OLOMOPOLLO Studio, Lahore.
- Hosting at SBN, Sehar TV, Sabaon TV.