

Muhammad Inshal Jameel

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📍 Karachi

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WORK EXPERIENCE

Reporting Executive

Karachi

ABIC Systems

Sep 2023 - Present

- Proficiently Create and Maintain Comprehensive Daily Reports Related to Operational Activities.
- Successfully reduced report generation time automation, resulting in heightened operational efficiency, and accelerated Decision-making Processes.
- Ensure strict adherence to industry standards, playing a pivot role in preventing chargebacks and maintaining regulatory compliance.
- Collaborated with the IT team to streamline the data extraction process, effectively reducing errors and improving the overall accuracy of data extraction.
- Spearheaded the development and implementation of a new reporting framework, contributing to a remarkable enhancement in data accuracy and integrity.
- Consistently strive for process improvement, underscoring a commitment to efficiency and excellence in decision making.

QuickBooks Online ProAdvisor

Karachi

Freelance

June 2022 – Aug 2023

- Categorized transactions and maintained accurate records of financial transactions.
- Set up and managed the chart of accounts to ensure the correct classification of financial data.
- Reconciled bank statements with QuickBooks Online balance to identify discrepancies and ensure accuracy.
- Communicated with clients to provide guidance on bookkeeping best practices and troubleshoot any issues.
- Utilized QuickBooks Online to prepare financial statements, including balance sheets and Income Statement.

SKILLS

- MS Excel
- Power BI
- QuickBooks Online
- Finance
- Accounting
- Structured Query Language (SQL)
- Time Management
- Problem Solving
- Adaptability
- Profound Listener

CERTIFICATES

- Microsoft Excel Course for Data & Business Analytics (Basic to Advanced) - Excel Basement.
- Analyzing Growth Drivers & Business Risks - Corporate Finance Institute® - CFI.
- Reading Financial Statements - Corporate Finance Institute® - CFI.
- Accounting Fundamentals - Corporate Finance Institute® - CFI.
- Excel Fundamentals – Formulas for Finance - Corporate Finance Institute® - CFI.
- Corporate Finance Fundamentals - Corporate Finance Institute® - CFI.

EDUCATION

BS ACCOUNTS & FINANCE

Benazir Bhutto Shaheed University Lyari

Jan 2020 -Dec 2023

CGPA: 3.78

Courses:

- Financial Accounting
- Introduction to Business Finance
- Security Analysis
- Financial Risk Management
- Corporate Finance
- Portfolio Management
- Financial Management
- Corporate Accounting
- Financial Modeling

LANGUAGES

- **English** – Professional Working Proficiency
- **Urdu** – Native or Bilingual proficiency

INTERESTS

- Freelancing
- Movies
- Podcast
- Cricket
- Web Series