



WAQAS LIAQAT

Accounts Manager | Financial Operations | Team Leadership
| Compliance Expert

+971545761304 @ numl.ncr@gmail.com Dubai Driving License
Dubai, UAE

SUMMARY

Highly skilled and results-oriented Accounts Manager with over 04-years of experience in managing financial operations, budgeting, reporting, and team leadership. Adept at maintaining strong client relationships, ensuring compliance with financial regulations, and improving financial processes. A proactive problem solver with expertise in accounting software and financial analysis.

KEY ACHIEVEMENTS

Enhanced Financial Reporting

Increased financial report accuracy by 15% within 2 quarters.

Streamlined Audit Processes

Reduced audit discrepancies by 25% through improved procedures.

Boosted Client Satisfaction

Improved client satisfaction score by 10% in 1 year.

Leadership Excellence

Managed a team of 08 accountants effectively.

LANGUAGES

| | | |
|---------|------------|-------|
| English | Proficient | ●●●●● |
| Urdu | Native | ●●●●● |
| Hindi | Proficient | ●●●●● |

SKILLS

General Ledger · Microsoft Excel ·
Microsoft Office ·
Microsoft Power Point · QuickBooks ·
Your Skill · SAP · Xero · ZoHo · Payroll

EXPERIENCE

Accounts Manager

2020 - 2025

Fortuna Global Real Estate - Dubai, UAE

Dubai, United Arab Emirates

- Oversee the day-to-day financial operations of the company, ensuring accurate and timely processing of invoices, payments, and financial transactions
- Manage a team of 10 accountants, providing training and guidance to ensure the accuracy of financial reporting
- Prepare and analyze monthly financial statements, budgets, forecasts, and financial reports for senior management and clients
- Ensure compliance with local and international tax laws, filing tax returns and liaising with external auditors during audits
- Implement and improve financial controls and procedures to enhance financial accuracy and reduce the risk of fraud
- Collaborate with department heads to develop financial strategies that align with company goals and objectives
- Review and reconcile accounts payable and receivable, ensuring timely payments and resolving discrepancies
- Foster strong client relationships through effective communication and the delivery of exceptional service
- Assisted in the preparation and analysis of financial reports, ensuring accuracy and timely submission
- Conducted month-end and year-end closing procedures and reconciled general ledger accounts
- Handled accounts payable, accounts receivable, and payroll functions for a diverse range of clients
- Supported budget preparation and cash flow projections for the organization's various departments
- Collaborated with external auditors during annual audits to ensure compliance with accounting standards

Senior Accountant

2019 - 2020

JAWAD & SONS DEVELOPER

Dubai, United Arab Emirates

- Processed invoices, payments, and expenses in a timely manner, ensuring accurate financial records
- Assisted in reconciling bank statements, accounts payable, and accounts receivable
- Supported Accounts & Finance Manager in preparing monthly and quarterly financial reports
- Maintained accurate financial filing systems and assisted with data entry into accounting software
- Handled Payroll with WPS.
- Handled PRO roll for Company support.

EDUCATION

MS Business Administration

2018

National College of Business and Arts

Lahore, Pakistan

- Master Date: Jan 2018

Master of Commerce

2016

The Minhaj University

Lahore, Pakistan

- Master Date: Jan 2016

Bachelor of Commerce

2012

The University of Punjab

Lahore, Pakistan

- Graduate in commerce