



Goher Iqbal

FINANCE AND ADMIN

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SUMMARY

A seasoned professional with expertise in HR, project administration, and management, with a background in HSE engineering and an MBA in HRM. Skilled in KPI tracking, budgeting, relationship building, and project management. Proficient in Lean practices, SWOT analysis, Kaizen, and the 5S system. Experienced in organizational development, talent development, leadership, and effective communication. Strong in teamwork, partnership development, and cost-saving techniques. Holds certifications in MS Office, data efficiency management, and lean manufacturing. Adept at driving efficiency and excellence in diverse organizational environments.

OBJECTIVE

Experienced and results-driven professional with a proven track record of exceeding targets and driving growth. Offering years of expertise in finance, accounts, budgeting, Human resource management, administrative controls, Leadership and a strong customer-centric approach. Diligent and persuasive, adept at building relationships. Possessing exceptional interpersonal and communication skills, able to connect with stakeholder from diverse backgrounds. Skilled in consultative management and knowledge to deliver exceptional results. Able to thrive in fast-paced environments while maintaining a high level of professionalism and integrity.

PROFESSIONAL EXPERIENCE

LEAD FINANCE/ ADMINISTRATION	F&S Consultant, Pakistan September 2016 – present
HOD ACCOUNTS/HR AND MR	Interfood Industries Pvt Ltd, Karachi, Pakistan July 2012 – August 2016
MANAGER ADMIN AND SPECIAL PROJECTS	Unik Fabrics Pvt Ltd, Karachi, Pakistan May 2005 – June 2012
ZONAL MANAGER	Intercontract Pvt Ltd, Karachi, Pakistan July 2000 – August 2004

EDUCATION

GRADUATE DIPLOMA HSE ENGINEERING	ITC , Pakistan 2010 – 2013
PGC ORACLE 9I	NED University of Engineering, Karachi 2003 – 2004
MBA HRM	Preston University, Islamabad 1996 – 1998
PGD BUSINESS COMMUNICATION	Institute of Management Sciences, Karachi 1993 – 1994
PGD MARKETING	Institute of Management Sciences, Karachi 1993 – 1994
B.COM	College of Commerce Kohat, Kohat Pakistan August 1988 – 1990

COURSES AND CERTIFICATES

MS OFFICE	Mulinet rawalpindi
DATA EFFICIENCY MANAGEMENT	Pak suzuki

LEAN MANUFACTURING

Pak suzuki

COST SAVING

SMEDA, Karachi

SKILLS

Kpi's | MIS | Vision/mission building | Budgeting | Relationship building | Interpersonal skill |
Project management | Cost saving techniques | Lean | Swot ananlysis | Kaizen | 5S system | Trainings |
Organisational development | Partnership development | Talent Development | Leadership | Communication |
Team work

LANGUAGES

Pushto | Hindko | Punjabi | English | Urdu