

# SAJID ALI WARRAICH

P.O.Box - 22801, Doha Qatar  
[sajidaliwarraich1985@gmail.com](mailto:sajidaliwarraich1985@gmail.com)

Ph. No. 00966-595798288  
Whatsapp. 00974-55767339

## Personal Information

<b>Nationality:</b>	Pakistan
<b>Birth date:</b>	14 <sup>th</sup> March, 1980
<b>Gender:</b>	Male
<b>Marital Status:</b>	Married
<b>Experience:</b>	20+ Years
<b>Father's Name</b>	Ch. Rehmat Ali
<b>Cell No.</b>	00966-595798288

## Career Objectives

A confident, energetic, diligent, and forward-looking Financial/Management Accountant with a broad base of expertise in financial and management accounting, budgeting, and forecasting experience in Engineering, Construction & Automotive sectors, keen to broaden skills experience in a challenging environment.

## Work Experience ▾

Parsons Saudi Arabia	17-08-2024 – To date
<b>PRINCIPAL AUDIT &amp; ACCOUNTS</b>	<b>Royal Commission Jubail &amp; Yanbu</b>
<ul style="list-style-type: none"><li>➤ Presently working in Parsons Saudi Arabia &amp; Royal Commission Jubail &amp; yanbu.</li><li>➤ Manages a growing finance department.</li><li>➤ Performing internal Audits and assisting Team for external audit as well.</li><li>➤ Implementing Oracle software and migrating data from old Software.</li><li>➤ Oversees and reviews accounting tasks, including payroll, taxes, and compliance.</li><li>➤ Projects Review of the monthly contract valuations prepared by the commercial department for project costs, variation schedules, contract claims schedules, cash flow forecast, flexible budget, cost accruals, revenue recognition and risk and opportunities.</li><li>➤ Collaborates with the executives and directors to create budgets and track key performance indicators.</li><li>➤ Developing and implementing financial policies and procedures for the Company related to Accounts Payable and Receivables.</li><li>➤ Reviewing all the company policies and procedures and suggesting Management if any changes required.</li><li>➤ Assisting in the integration of the software (Oracle) with in-house software for payment management system (Etimad) for Reporting.</li><li>➤ Handling any tax related issues. (WHT, VAT, ZAKAT).</li><li>➤ Assists treasury department in coordination of cash flow forecast for the associated business on monthly basis.</li><li>➤ Meets deadlines in a fast-paced work environment.</li><li>➤ Knows and adheres to generally accepted accounting principles (GAAP), IFRS and IAS.</li></ul>	

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Work Experience ▾	
<b>AL JABER ENGINEERING QATAR</b>	19-03-2023 – 15-06-2024
<b>HEAD OF FINANCE</b>	<b>Al Jaber Engineering (JEC) Qatar</b>
<p>Presently working in Qatar as a Head of Finance, reporting to CFO &amp; CEO, with JEC Qatar.</p> <ul style="list-style-type: none"><li>➤ Manages a growing finance department.</li><li>➤ Preparation of consolidated Monthly, quarterly, semiannually and annually Accounts, and all necessary financial statements which are required by the top management.</li><li>➤ Builds and manages monthly, quarterly, and annual forecasts.</li><li>➤ Advises on venture capital and private equity fundraising strategies.</li><li>➤ Develops strategies to increase return on investment and profitability.</li><li>➤ Oversees and reviews accounting tasks, including payroll, taxes, and compliance.</li><li>➤ Monthly Projects Progress Reviews, contract valuations prepared by the commercial department for project costs, variation schedules, contract claims schedules, cash flow forecast, cost accruals, revenue recognition.</li><li>➤ Leads all financial planning and analysis (FP&amp;A), including forecasting, budgeting, and cash flow management.</li><li>➤ Collaborates with the executives and directors to create budgets and track key performance indicators.</li><li>➤ Analysis of the project Costing &amp; overheads, risk and opportunities schedules and prepare monthly profit risk and opportunity schedule for the management.</li><li>➤ Develop and implement financial policies and procedures for the company &amp; Mega Projects.</li><li>➤ Review all the company policies and procedures on yearly basis suggesting Management if any changes required.</li><li>➤ Assisting CFO in the establishment of financial modeling, Financing &amp; Cash flow management to improve our working capital &amp; for internal control, ensures all policies and procedures are aligned with the Group strategies and standards.</li><li>➤ Assists in integration of the software (JD Edward) with (SAP) for Reporting modules within the system.</li><li>➤ Currently Working on SAP implementation in whole Group including all affiliated companies.</li><li>➤ Handle any taxation issues within the assigned region in coordination with CFO.</li><li>➤ Coordinate with the external and internal auditors for any required supporting documents and agreements for both shareholders (joint ventures/subsidiaries).</li><li>➤ Assists treasury department in coordination of cash flow forecast for the associated business on monthly basis.</li><li>➤ Meets deadlines in a fast-paced work environment.</li><li>➤ Knows and adheres to generally accepted accounting principles (GAAP), IFRS and</li></ul>	

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## Work Experience ▾

**MIDMAC CONTRACTING  
QATAR**

19-12-2018 – 09-03-2023

**FINANCE MANAGER**

**Midmac Contracting Co.**

Senior Finance Professional with Management, Project Financing, External Audit Experience working with Big 4 Audit, Consolidation, Management Reporting, Strategic Analysis & Decision making.

Presently working in Qatar as a Finance Manager, reporting to CFO, with Midmac.

Preparation of consolidated Monthly, quarterly, semiannually and annual Accounts, and all necessary financial statements which are required by the management.

Preparation of Quarterly Budgets of the company and presentation to company Board of Directors.

Analysis of the project Costing & overheads, risk and opportunities schedules and prepare monthly profit risk and opportunity schedule for the management.

Develop and implement financial policies and procedures for the company & Mega Projects.

Review all the company policies and procedures on yearly basis suggesting Management if any changes required.

Assisting CFO in the establishment of financial modeling, Financing & Cash flow management to improve our working capital & for internal control, ensures all policies and procedures are aligned.

with the Group strategies and standards.

Assisted in implementation of the ERP Accounting software (ORION) .

Preparation and analysis of monthly management reports.

Coordination with All the banks and accounts managers related to Bonds and facilities related issues (LC`s Bonds & Guarantees).

Handle any taxation issues within the assigned region in coordination with regional CFO.

Review of all the general ledger accounts including payroll on timely basis and coordination with respective finance Team.

Preparation of monthly Cashflow, billing, certification and receipt report for the CFO.

Coordinate with the external and internal auditors for any required supporting documents and agreements for both shareholders (joint ventures/subsidiaries).

Assist the treasury department in coordination of cash flow forecast for the associated business on monthly basis.

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Work Experience ▾	
<b>LEIGHTON CONTRACTING QATAR</b>	01-07-2014 – 17-12-2018
<b>FINANCE MANAGER</b>	<b>Habtoor Leighton Group</b>
<p>Senior Finance Professional with 20+ years of experience in Blue Chip Multinationals. Strong knowledge of Financial Control &amp; IFRS Accounting, Cash Flow Management, Project Financing, Audit Experience working with Big 4 Audit, Consolidation, Management Reporting, Strategic Analysis &amp; Decision making.</p> <p>Review of the monthly contract valuation prepared by the commercial department for project costs, variation schedules, contract claims schedules, cash flow forecast, flexible budget, cost accruals, revenue recognition and risk and opportunities.</p> <p>Ensure timely completion of the monthly contract valuations so that the management accounts are done with the timetable specified.</p> <p>Analysis of the project overheads, risk and opportunities schedules and prepare monthly profit risk and opportunity schedule for the management.</p> <p>Develop and implements financial policies and procedures for the group &amp; Mega Projects. Review the policies and procedures on yearly basis for any changes.</p> <p>Assisting CFO in the establishment of financial modeling, Financing &amp; Cash flow management to improve our working capital &amp; for internal control, ensures all policies and procedures are aligned with the Group strategies and standards.</p> <p>Develop and maintain the software from a financial point of view for any new features, upgrades, and implementation of these features in a timely manner.</p> <p>Assist in integration of the software with other modules within the system.</p>	
<p>Implementation and analysis of monthly management reports and quarterly financial reports for the project.</p> <p>Handle any taxation issues within the assigned region in coordination with regional finance managers.</p> <p>Review of the general ledger accounts including payroll on timely basis and coordination with respective finance managers.</p> <p>Prepare monthly billing, certification and receipt report for the CFO for NOH3 project.</p> <p>Coordinate with the external and internal auditors for any required supporting documents and reports for the associated businesses (joint ventures/subsidiaries).</p> <p>Assist the treasury department in coordination of cash flow forecast for the associated business on monthly basis.</p>	

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**CHIEF ACCOUNTANT**  
**Al Habtoor Engineering Qatar**  
**Construction Division**

04.09.2011 –30-06-2014

Proficient in preparation of all financial statements and ensures the accuracy and compliance to international accounting standards, procedures and internal controls. Preparing and maintaining statutory books of accounts, Cross functional experience. Excellent team player, quick learner, highly motivated good character.

However, the major responsibilities are as under.

1. Preparation of consolidated Monthly, quarterly, semiannually and annually Accounts and all necessary financial statements which are required by the management.
2. Coordinate monthly with QS' S and Commercial Department for raising monthly Invoice to Client, updating AR register and generating reports related to AR.
3. Financial Review of Projects through Project Analytical Studies.
4. GL accounts reconciliations and Closing Entries (Accruals, MOS & W.I.P etc)
5. Maintenance of fixed Assets Register at BA Level as company has taken all its assets in BA asset register.
6. Supervise the booking of Local and foreign L/C's.
7. Ensure that the booking and reporting of costs is done as per the Company's specific chart of Accounts and in reporting formats, that enables the consolidation and ready comparison at Co. level.
8. To lead the corporate accountancy team and manage the closing of accounts and budget preparation processes.
9. Lead the Corporate accountancy team and meet the team's objectives as set out in the annual business plan.
10. Manage the annual closing of accounts process and ensure that the statement of accounts are prepared in accordance with accounting standards and meets the statutory timetable.
11. Take the lead responsibility for advising the Management on accounting and financial reporting matters and in accordance with appropriate accounting and financial standards.
12. Manage the arrangements for preparing the Departmental Budget report and in conjunction with the Departmental Heads of Finance manage the preparation of the annual revenue estimates.
13. Successfully implemented accounting software CHEOPS in year 2010.

14. Recently involved in implementation of oracle base system called "COINS" and my major roles are mentioned below:
  - Finalization of COA
  - Mapping of all Accounts
  - Lead tester of the system
  - Lead Trainer in Qatar Business Area.
  - Migration of Data.

**SENIOR ACCOUNTANT**  
**Al Habtoor Group**  
**Automotive Division.**

04.08.2008 –31-08-2011

Highly skilled in financial management, reporting, and analysis with a deep understanding of automotive industry dynamics.  
Proficient in utilizing financial software's, ERP systems, SAP, Budgeting/Forecasting Tools and advanced Excel functions to streamline financial processes.

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- Oversaw all financial operations, including budgeting, forecasting, and financial reporting.
- Solid knowledge of financing procedures and credit options within the auto industry.
- Ability to establish and maintain an updated customer database.
- Extensive internal and external communications and organizational skills.
- Collaborated with cross-functional teams to develop financial models and strategies to support business growth.
- Assisted sales team to successfully complete customer transactions.
- Tracked daily sales and generated activity and productivity reports.
- Assisted customers in providing best finance and insurance product to suit individual needs and ensured maximum profit for dealers.
- Conducted in-depth financial analysis to identify areas of cost reduction and revenue enhancement.
  - Managed the month-end and year-end closing processes, ensuring timely and accurate financial statements.
- Prepared and presented financial reports to senior management, providing insights for strategic decision-making.
- Worked closely with external auditors to ensure compliance and timely completion of annual audits.
- Implemented robust internal controls to safeguard assets and prevent financial irregularities.
- Streamlined and automated financial processes, reducing manual efforts and errors.
- To lead the corporate accountancy team and manage the closing of accounts and budget preparation processes.
- Lead the Corporate accountancy team and meet the team's objectives as set out in the annual business plan.
- Manage the annual closing of accounts process and ensure that the statement of accounts are prepared in accordance with accounting standards and meets the statutory timetable.
- Take the lead responsibility for advising the Management on accounting and financial reporting matters and in accordance with appropriate accounting and financial standards.
- Manage the arrangements for preparing the Departmental Budget report and in conjunction with the Departmental Heads to manage the preparation of the annual revenue estimates.
- Contributed to the development of accounting policies and procedures, ensuring compliance with industry standards.

DESCON ENGINEERING QATAR  
L.L.C

12.01.2007 – 30.07.2008

HEADOFFICE, QATAR

IN-CHARGE ACCOUNTS

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However, the major responsibilities are as under.

## **MONTHLY ACCOUNTS**

- Preparation of Monthly Accounts and all necessary financial statements which are required the management.
- Financial Review of Projects through Project Analytical Studies.
- Closing Entries (Accruals, Tax, W.I.P etc).
- Maintenance of fixed Assets Register at BA Level.

## **BOOKKEEPING & MISC.**

- To maintain updated books of accounts, which represents a true reflection of the BA's performance, while maintaining accounting records in accordance with statutory regulations of the Company.
- Ensure that the booking and reporting of costs is done as per the Company's specific chart of Accounts and in reporting formats, that enables the consolidation and ready comparison at Co. level.
- To supervise the valuation of Imported Material and Booking of Documents.
- Supervise the booking of Local and foreign L/C's.
- To expedite and ensure the timely generation of projects accounts and cash flows on a monthly basis and report of projects financial status on a weekly basis.

## **BUDGETING & CASH FLOWS**

- Annual (Revenue & Cost) and Cash Budgets of Projects and Departments.
- Preparation of Bid to Budgets of newly award Jobs.
- Quarterly Cash Inflow/Outflow forecast.
- Bid/ Budget Cash flows of Projects.

## **FINANCIAL MANAGEMENT**

- To monitor & suggest corrective measures to Head BA, in order to control the BA within budgeted limits with respect to cost, profitability, revenue generation and cash flows.
- To prepare, implement, monitor and update BA cash flows, ensure a balanced payables policy & implement the most cost-effective buy vs rent policy (in case of deployment of machinery and equipment) for the projects.
- To ensure the accuracy of financial figures in all the revenue and budget of the projects.

## **FINANCIAL ANALYSIS AND COST CONTROL**

- Compute the variances of Material, Labour and Fixed cost.
-

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- Preparation of Income Statement, Cash flow, Balance Sheet.
- To compare and report on budgeted versus actual figures for the BA on a monthly basis, maintenance of accounting records accordingly and ensuring that the projects are being executed in accordance with company's project management best practices.
- Interpret financial statements, prepare and analyze cost data and management control reports and assist BA Head in appraising and pointing out significant trends.
- Control and monitor the BA establishment expenditures in accordance with budgeted figures and achieve smooth cash flows as forecasted in the BA budget.

## BANKING FACILITIES AND TREASURY FUNCTIONS

- To prepare plan and closely monitor funds movement by focusing on timely generation of invoices, follow up and chasing of receivables and administering payables pertaining to the BA.
- To maintain banking facilities as arranged through FC of the Company with financial institutions to facilitate smooth operation of the BA while keeping financial charges at a minimum.

## ACCPAC SYSTEM

- Coordination and Implementation of ACCPAC 7.3 System.
- Addition of Accounting Code/Cost Centre in System.
- Creation & mapping of new chart of account.
- Create new reports and formats in the ACCPAC 7.3 system.
- Maintain Vendor List and addition of Vendor Codes of Supplier/Subcontractors in system at BA level to avoid duplication.

## IMPLIMENTATION OF INTERNAL CONTROLS & ACCOUNTING SYSTEMS

- Conduct Internal Audit at Head Office level.
- Conducting Internal Audit of more than ongoing projects presently. Suggest management, the better internal control system to prevent the errors and frauds.
- To consolidate and improve financial documentation systems for better internal control as per standard companywide procedures and controls while continually suggesting improvements where needed.

## ADMINISTRATIVE FUNCTIONS

- To ensure compliance with both accounting and administrative controls that impacts upon financial performance of the BA. This includes the co-ordination, liaison and expediting of information from other sources within or outside the Company.
- To train, guide & motivate finance & accounting personnel working in the BA team for effective execution of the finance function and manage financial transactions as needed at the BA and project site level.

Also involved in various special assignments which were given by the management.

\*\*\*BA stands for Business Area.

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DESCON Engineering	05.02.2005 – 11.01.2007
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Qatar,

## Senior Accountant

1. Responsible and supervise books of accounts & stocks as per following: -
  - Day Book (Daily Recording of Transactions)
  - Preparation of Vouchers
  - Posting in Ledgers
  - Posting in Respective Projects (Contract Wise)
  - Store Receiving & Inspection Reports
  - Store Requisitions / Store Return Notes
2. Responsible for preparing financial statement as per following:-
  - Payable / Receivable Statements
  - Bank Reconciliation Statements
  - Monthly Cash Flow Statement (Projected up to One Year)
  - Trial Balance (Monthly Basis)
  - Profit & Loss Account (Project Basis)
  - Balance Sheet (Twice in a Year)
  - Monthly statement of our withholding tax deductions
  - Project Wise Budgeted & Actual expenses analysis
  - Foreign supplier's commission statement (Quarterly Basis)
  - Other Financial Statements as per requirements of the managements.
3. Responsible for maintaining accounting books as required by Govt. departments.
4. Maintaining the record of inventory according to the actual system inventory module.
5. Maintaining the actual record of inventory according to the requirements of the management.
6. Prepare salaries for Head Office.
7. Follow ups of payments from the debtors.
8. Follow ups of foreign shipments and keep track record of these foreign consignments.
9. Responsible for the Custom clearance of shipments at Karachi & Lahore Ports.
10. Responsible for dealings with the financial institutions for credit and other financial matters.
11. Keep & maintaining the record of ISO documentation.
12. To assist Director commercial & admin for in commercial matters.
13. To assist Director marketing in the preparation of business presentations.

DESCON ENGINEERING	01.07.2000 – 30.01.2004
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Lahore, Pakistan

## Junior Accountant/ Management Trainee Officer

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Responsible for following things

1. Preparation of Accounts Payable.
2. Preparation of Accounts Receivable.
3. Responsible for Party Ledgers and the posting in the final accounts both in manual and computerized system.
4. Responsible Foreign Suppliers accounts.
5. Preparation of Trial Balance on Monthly Basis
6. Preparation of Balance Sheet quarterly basis.
7. Preparation of Payroll.
8. Supervising activities regarding stocks & Inventory.
9. Bank reconciliations.
10. Dealing with financial institutions for negotiating L/c's and for financing facilities.
11. Other accounts related activities assigned by the management.

## Education ▼

ACCA Still Continue

Lahore, Pakistan

**Degree:** ACCA 9 papers Cleared (Finalist)

**Major:** Accounting & Finance

## Education ▼

UNIVERSITY OF CENTRAL PUNJAB 2003-2005

Lahore, Pakistan

**Degree:** M.com

**Major:** Accounting & Finance

Master's in commerce with CGPA 3.27

UNIVERSITY OF THE PUNJAB 1998-2000

Lahore, Pakistan

**Degree:** B.com

**Major:** Accounting & Finance

Bachelor Of Commerce

FORMAN CHRISTIAN COLLEGE 1996 – 1998

Lahore, Pakistan

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Degree:	FA. (Intermediate with General Science Subjects)
Major:	(General Science)
Intermediate & Secondary Education.	
Govt. Model High School Model Town	1994-1996
Lahore, Pakistan	
Secondary School Certificate:	Matriculation
Major Subjects:	Urdu, English, Physics, Chemistry, Mathematics, Islamiyat, Pakistan studies
Intermediate Examination	

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## System/Software's Skills

Skill	Level	Years of Experience	Last Used
Pioneer/JD EDWARDS Accounting Software's	Expert	More than 5months	1 month or less
ORION Accounting Software	Expert	More than 5 years	5 month or less
Accpac Pro Series/Cheops/Coins/	Expert	More Than 10 Years	More than 7 years
SAP Accounting & Reporting Modules	Expert	More than 5 years	5 month or less
ISO Standards	Expert	More than 3 years	1 month or less
Accounting Standards	Expert	More than 10 years	1 month or less

## Languages ▾

Skill	Level
English	Expert
Urdu	Expert
Punjabi	Expert
Arabic	Beginner

## Projects Completed ▾

Division	Major Projects Name & Contract Value
Building	<ul style="list-style-type: none"><li>City Center Expansion, Phase 2 and phase3 (QAR 5.3 billion)</li><li>North Gate Mall (QAR 1.46 billion)</li><li>Golden Tower (QAR 365 million)</li><li>Dareen Tower (QAR 450 million)</li><li>Arwa Tower (QAR 375 million)</li><li>Samariya &amp; Faisal Tower (QAR 775 million)</li></ul>
Oil & Gas	<ul style="list-style-type: none"><li>Dolphin Energy (QAR 1.8 billion)</li><li>Olefin Project (2.7 billion)</li><li>Qatar Gas Shutdowns (QAR 3 billion)</li></ul>
Infrastructure	<ul style="list-style-type: none"><li>New Orbital Highway Contract 3(NOH3) (QAR 6.5 billion)</li><li>Lusail Circuit Formula One Racetrack QAR 1.7 billion</li><li>Qatar Port Project QAR 2.8 billion</li></ul>