Abdilatif Yassin Ali, ACCA

Accounts Manager

abuhusam17@gmail.com *07735688306• Birmingham, UK*

Detail-oriented and highly organized Accounting Assistant with more than 5 years of experience in providing support to accounting teams through efficient management of financial records, invoicing, and bookkeeping. Proficient in accounting software such as Sage, QuickBooks, and Xero, with a strong understanding of general accounting principles. Skilled in processing transactions, reconciling accounts, preparing reports, and maintaining accurate financial documentation. Adept at managing multiple tasks and meeting deadlines in a fast-paced environment. Proven ability to assist in month-end closing procedures and support the overall financial operations of the business.

Areas of Expertise include:

- Bookkeeping & Payroll
- Payroll Processing
- Accounts Production & Reporting
- Budgeting & Forecasting
- Financial Reporting
- Team Building & Leadership
- Bank Reconciliation
- VAT Returns Preparation
- Journal & Ledger Maintenance

Professional Experience

FARSHAN ACCOUNTANTS & CO • JULY 2023 – Present

ACCOUNTS MANAGER

Oversaw the management and reconciliation of sales and purchase ledgers, ensuring accuracy and timeliness in all financial records. Led the preparation and submission of monthly VAT returns, while also coordinating credit control activities to maintain healthy cash flow. Supervised the review and reconciliation of the general ledger to ensure financial accuracy and compliance. Managed the coordination of export documentation with the logistics team, ensuring the timely and accurate processing of shipments. Directed the recording and reconciliation of banking transactions, utilizing Excel to maintain precise financial balances and streamline reporting processes.

Key Accomplishments:

- Recipient of the 'Best Employee of the Accounts Department' Award twice in one year; recognised by management for exceptional analytical, decision-making, and problem-solving skills.
- Continuously ensured the timely, accurate submission of reports in advance of deadlines.

AFJ TRAVEL LTD • April 2022 – June 2023

ACCOUNTS MANAGER

Managed the overall integrity of sales and purchase ledgers, ensuring accurate and up-to-date financial records. Took charge of preparing monthly VAT returns and provided strategic support in credit control, optimizing cash flow and minimizing overdue payments. Led the reconciliation of the general ledger, ensuring all financial entries were precise and compliant with company policies. Collaborated with the logistics team to ensure efficient export documentation, enabling timely and accurate shipments.

Key Accomplishments:

- Successfully led the transition to a new digital invoicing and order management system, which reduced manual errors by 30% and improved processing speed by 40%.

KBM TRAINING AND RECRUITMENT• December 2019 – March 2022

ASSISTANT ACCOUNTANT

Diligently balanced and maintained sales and purchase ledgers. Managed preparation of monthly VAT returns, assisted with credit control activities, and ensured accuracy while reviewing and reconciling the general ledger. Recorded banking transactions and activity in Excel and reconciled balances.

Key Accomplishments:

- Successfully streamlined the accounts payable process, reducing payment processing time by 20% and improving efficiency within the department.
- Spearheaded the implementation of a new accounting software system

ADDITIONAL EXPERIENCE

Accountant (2025 – present) ▪ Self Employed

Education & Credentials

Chartered Certified Accountant
ASSOCIATION OF CHARTERED CERTIFIED ACCOUNTANTS | 2025

MA Economics
UNIVERSITY OF KARACHI | 2012

BA (Hons) Economics
UNIVERSITY OF KARACHI | 2010

Technical Proficiency

Microsoft Office Suite (Excel, Word, PowerPoint, etc.), Sage 50 Accounts, QuickBooks, Xero