

# CV FORMAT

NAME: \_\_\_\_\_

RESIDENCE: \_\_\_\_\_

MARITAL STATUS: \_\_\_\_\_ DATE OF BIRTH: \_\_\_\_\_

QUALIFICATION: \_\_\_\_\_

ARTICLESHIP: \_\_\_\_\_

DEGREES	INSTITUTION BACKGROUND	GRADE/%AGE
CA/CA Finalist/CA Inter/ACMA		
Masters		
Graduation		
HSSC		
SSC		

## EXPERIENCE:

S.NO	EXPERIENCE	NAME OF ORGANIZATION	NO OF YEARS	POSITION
1)	Multinational			
2)	Private Companies			
3)	Listed Companies			
4)	Audit Firms			

## IT PROFICIENCY:

S.NO	ACCOUNTING SOFTWARES	YES	NO
1)	SAP		
2)	Peach Tree		
3)	Quick Books		
4)	Oracle Based Software's		

## OTHER EXPERIENCE:

S.NO	DESCRIPTION	YES	NO
1)	Well versed with IFRS, Corporation & Taxation Laws.		
2)	Experience of preparing all kind of reports & monthly financial statements.		
3)	Expert in handling of income tax & sales tax matters.		
4)	Hands on experience on PBC (Process Based Costing).		
5)	Experience of dealing with Financial Institutions like FBR, PPRA, Customs, Social Security and Labor department.		
6)	Expert in handling of commercial accounts.		

**NOTE: All educational & experience certificates must be attached, otherwise application will not be entertained.**