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CAREER SUMMARY

I am an **Internal Audit & Finance professional** having around **12 Years** of experience. I have the relevant professional qualifications and experience in the field of Internal Audit, Risk, Compliance, Internal Controls, Investigation etc.; my experience comprises of working with **BIG 4 (KPMG), FMCG, Airline, Hospitality, Construction, Manufacturing, Retail, Education, Health Care, Agriculture, and Service sectors etc.** During my professional experience I have been involved in all phases of Internal Audit whether it is establishment of Internal Audit department, development of Risk Registers, Execution / Review of audit assignments, Supervisory role, Presentation of reports, Follow up activities or Special / Consulting assignments etc. Further, I am dedicated & honest professional and a good team player.

PROFESSIONAL QUALIFICATION

- Certified Fraud Examiner (**CFE**) – October 2018 from ACFE - USA
- Certified Internal Auditor (**CIA**) – March 2012 from Institute of Internal Auditors (IIA - USA)
- Associate Chartered Certified Accountant (**ACCA**) - June 2008 from ACCA –UK
- Masters in Commerce (**M. Com**) – 2011 (Equivalence from HEC)
- Associate Certified Public Accountant (**ACPA**) – November 2011 from ICPA - Pakistan
- Certified Forensic Accountant (**CFA**) – December 2012 from IFAP – Pakistan
- Certified Accounting Technician (**CAT**) – December 2006 from ACCA – UK

PROFESSIONAL ASSOCIATION / MEMBERSHIPS

- Association of Chartered Certified Accountants (ACCA – UK)
- Association of Certified Fraud Examiner (ACFE – USA)
- Institute of Internal Auditors (IIA – USA)
- Institute of Forensic Accountants of Pakistan (IFAP – PAK)
- Institute of Certified Public Accountants of Pakistan (ICPAP – PAK)
- Institute for Internal Controls (IIC – USA)

PROFESSIONAL STRENGTH

Sound knowledge of the following:

- International Financial Reporting Standards (IFRS/IAS);
- International Standards on Auditing (ISAs) & Internal Auditing;
- Risk Based Internal Audit approach and COSO Framework;
- Continuous Monitoring and Continuous Auditing;
- Corporate Governance, Controls and Professional Ethics;
- PEST, Porter's Five Forces and SWOT analysis.

PROFESSIONAL EXPERIENCE

December 2017 – PRESENT

I am currently working as a “**Manager Internal Audit**” at **Almarai Company Ltd** in Riyadh, Kingdom of Saudi Arabia. Almarai is a market leader in KSA and leading brand in Gulf in food and beverage industry. Almarai deals in dairy, juice, bakery and poultry business and aim to increase its portfolio.

I am involved in audit planning, supervising the audit executions and reporting to the senior management. Using the risk based audit approach and providing value addition to the business is the key responsibilities I have been focusing on. I acted as Project Manager for the implementation of audit management software “TeamMate”. Further, I am also involved in the process of reporting to the Audit

Committee and periodic meetings with group executives regarding regular updates and to maintain healthy professional relationship

March 2016 – November 2017

I worked as a “**Supervisor Group Internal Audit**” at **ASTRA Group** in Tabuk, Kingdom of Saudi Arabia. ASTRA is a Group comprising of companies involved in diversified businesses, the group is ranked 32 among top 100 Saudi companies and is the second largest privately owned group in the kingdom. ASTRA Group portfolio contains **Construction, Retail, Health Care, Education, Agricultural, Trading, Manufacturing and service** industries.

As part of Group Internal Audit team, I was involved in developing the Internal Audit Plan and responsible for overseeing / supervising the Audit (Risk Based Approach), Risk Registers and Consulting / Special assignments with the view of providing value addition to the Group; ensure the standardization and uniformity in the business processes to achieve the overall Group objectives.

July 2014 – February 2016

I worked as a “**Senior Internal Auditor (Operations & Finance)**” at **Oman Air** in Muscat, Sultanate of Oman. Oman Air is a national carrier of Sultanate of Oman, it is one of the top airlines in the Middle East.

In Oman Air we are using **Risk Based Internal Audit** approach in a paperless environment using **TeamMate Audit Management System**. I was involved in performing and maintaining Risk Assessments, Internal Audit Plan, Execution & finalization of audit reports, follow up activities and special assignments. I was also involved in implementing a new concept of **Continuous Monitoring and Continuous Auditing** in the organization.

June 2011 – July 2014

Worked as an “**Internal Audit Unit Head**” at **Nesma Trading Company (NTC)** in Al-Khobar, Kingdom of Saudi Arabia. I joined NTC as a “Senior Internal Auditor” in June 2011.

NTC is a part of Nesma Group; it has six divisions each have different lines of business and their operations are spread all over the kingdom. Divisions within NTC are named as **Construction, Facility Management, Technical Support, Industrial Catering, Event & Banqueting and Business venture**.

My major responsibilities at Nesma Trading include:

- Preparation of Risk based Audit Plans by performing Enterprise Risk Assessment.
- Planning, organizing and executing internal audits.
- Identification of Design / Operational gaps and Controls weaknesses in Business Processes.
- Recommend internal controls and process improvements to the management.
- Discussion and finalization of Internal Audit reports with the Process owners.
- Presentation of Audit Reports to the Audit Committee.
- Execution of Special Assignments / Investigations.
- Assigned to **SAUDI ARAMCO** projects in the kingdom on a consulting assignment relating to the costing & operational issues and standardization of procedures all over the kingdom.
- Follow up on the Audit Reports.
- Delegation, review of work and on-job professional development of the engagement staff.

December 2008 – May 2011

I worked as a “**Senior Associate**” at **KPMG (Pakistan)** in **Risk Advisory Services (RAS)**. While working at KPMG I have been involved in various assignments e.g. Internal Audit, Risk Evaluation, Compliance Review and Governance Engagements and drafting policies & procedures etc. for the national and multinational clients.

My major responsibilities at KPMG include:

- Execution of Internal Audit in accordance with the KPMG Internal Audit Methodology, a risk based approach to Internal Audit.
- Performing ‘Control Environment Review’ with reference to COSO Framework.
- Assisting in the preparation and finalization of Internal Audit Plan based upon risk assessment.

- Execution of the approved Internal Audit Plan (IAP).
- Assessment / Evaluation of both the design and operational effectiveness of the internal controls and identification of the Design / Operational gaps and opportunities for process improvements.
- Finalization of the Internal Audit Report and presentation to the Managers / Partners.
- Follow up activities on Audit reports.
- Assisting in similar engagements i.e. Business Process Review, Contractual Compliance Review, and Preparation of Accounting Policies & Procedural Manual.

During my tenure in KPMG I was assigned to the different clients from manufacturing, textile, financial, educational and health sector

October 2007 – September 2008

Worked as an “**Accountant**” at **British International School (BIS)** Pakistan. BIS is a fast growing school system having more than 12 branches in different cities. While working at BIS, I was involved in the following activities:

- Review of daily transactions and maintenance of day book.
- Maintenance and preparation of Accounts at Head Office.
- Performance of audits at different branches.

COMPUTER & IT SKILLS

- Good in **MS Excel, MS Word, MS PowerPoint, MS Visio**
- Knowledge and hands on experience of **ERP (BAAN, Oracle & SAP)**
- Hands on experience of software e.g. **TeamMate, IDEA, TABLEAU**
- Project manager for the implementation of **TeamMate** audit management software.

TRAINING COURSES

TECHINICAL:

- Auditing of Projects and Project Management
- Role of Auditor in the current business environment
- HR for non HR managers
- Performance evaluation and Appraisal
- International Financial Reporting Standards
- KPMG Internal Audit Methodology

OTHERS:

- Habits of Highly Effective Leaders
- Presentation skills, ethical & moral development
- Knowledge sharing and relationship building
- KPMG code of conduct, customary risk management policies and procedures

PERSONAL INFORMATION

Date of Birth: 1st June 1987

Marital Status: Married

Nationality: Pakistan

Languages: English, Urdu, Hindi

Reference: Will be furnished on demand