



Laeeq Ahmad Buttar

Certified Public Accountant(Finalist)
Chartered Accountant (Finalist)

Tap to WhatsApp
+966-57-2199892

✉ alaeeq77@Gmail.com

📍 Jeddah, Saudi Arabia

🌐 [Linkedin.com/in/Laeeq-Ahmad-CA-Finalist](https://www.linkedin.com/in/Laeeq-Ahmad-CA-Finalist)

Iqama Status: Transferable Iqama KSA

SUMMARY

Accomplished accounting and auditing professional with over 4 years of robust experience in financial reporting, tax compliance, and risk management, leveraging advanced data analytics and ERP systems to streamline operations and optimize internal controls. With a proven track record of reducing tax liabilities and enhancing process efficiencies for diverse client portfolios, I excel in team leadership and client engagement, driving strategic decision-making in fast-paced environments. As a CPA and CA finalist, I am committed to delivering high-quality financial services and innovative solutions.

PROFESSIONAL SKILLS

- Financial Reporting
- Tax Compliance
- Strategic Tax Planning Tax
- Audit Preparation Client
- Advisory
- Legal Documentation
- Regulatory Compliance Risk
- Management Process
- Optimization
- Reporting & Documentation
- Team Leadership
- Liquidity Management
- Tax Bookkeeping
- Tax Return Preparation
- Financial Analysis
- Financial Reporting
- Budgeting & Projections
- Operational Oversight
- Communication
- Team Management
- Innovation
- Adaptability
- Mentorship
- ERP Systems
- QuickBooks
- Xero
- Microsoft Office Suite

WORK EXPERIENCE

Supervisory Senior

May 2024 - Feb 2025

KPMG Taseer Hadi & Co. | Pakistan

- Financial Audit & Compliance:**
 - Conduct comprehensive reviews of financial records to pinpoint discrepancies and identify potential tax liabilities. Collaborate with internal teams to verify data accuracy and ensure strict adherence to both local and international tax regulations.
- Strategic Tax Planning & Analysis:**
 - Leverage advanced data analytics to evaluate financial data and detect emerging tax risks and opportunities. Develop customized tax strategies and actionable recommendations to optimize tax planning and compliance for diverse client portfolios.
- Tax Audit Preparation & Representation:**
 - Prepare and reconcile financial statements for presentation before taxation authorities. Assemble detailed audit documentation, ensuring all records and reports meet statutory requirements and support smooth audit processes.
- Client Engagement & Advisory:**
 - Establish and maintain strong client relationships through proactive communication and tailored advisory services. Explain complex tax issues clearly, address client queries promptly, and provide strategic insights that enhance client decision-making.
- Legal Correspondence & Regulatory Documentation:**
 - Draft, review, and finalize daily legal correspondence concerning both direct and indirect tax matters. Ensure all communications are precise, compliant with current laws, and well-documented for future reference.
- Risk Management & Process Optimization:**
 - Initiate and implement robust risk management practices to mitigate tax-related risks. Continuously refine internal processes and controls, driving operational efficiency and contributing to the firm's overall growth.
- Comprehensive Reporting & Documentation:**
 - Prepare detailed reports that document audit findings, offer clear insights, and recommend improvements to enhance tax compliance. Present these reports to senior management and clients, ensuring data-driven decision-making.
- Team Leadership & Professional Development:**
 - Lead a team of four professionals by delegating tasks, providing mentorship, and ensuring effective collaboration. Promote continuous learning and performance excellence in a dynamic, fast-paced environment while maintaining high-quality standards.

Zahid Jamil & Co. Chartered Accountant | Faisalabad, Pakistan

- **Liquidity & Financial Management:**
 - Monitor and manage clients' bank statements, credit history, and liquidity to ensure optimal financial performance and strong banking relationships.
- **Tax Bookkeeping & Compliance Supervision:**
 - Oversee tax bookkeeping and manage tax accounts for various clients, ensuring accurate recordkeeping while identifying and mitigating business risks in complex financial areas.
- **Tax Return Preparation & Review:**
 - Lead the review and finalization of annual income tax returns and monthly sales tax returns (Federal and Provincial), ensuring strict compliance with regulatory requirements.
- **Financial Analysis & Strategic Planning:**
 - Analyze cost structures, pricing, variable contributions, and sales performance while comparing actual results against business plans to support strategic decision-making.
- **Financial Reporting & Projections:**
 - Prepare annual and interim financial statements in compliance with IFRS, develop financial projections, annual budgets, and conduct variance analysis to drive business insights.

Audit Associate

October 2020 - January 2022

Jamil & Co. Chartered Accountant | Faisalabad, Pakistan

- **Industry-Focused Internal Audits:**
 - Conducted comprehensive internal audits across diverse industries—including food & beverages, chemicals, restaurants, textiles, and services—to ensure operational compliance and identify areas for improvement.
- **Document & Voucher Verification:**
 - Inspected and verified documents and vouchers to ensure completeness and accuracy of financial records, supporting robust audit processes and data integrity.
- **Process Evaluation & Best Practices:**
 - Evaluated existing Standard Operating Procedures (SOPs), identified operational weaknesses, and recommended industry best practices to enhance internal controls.
- **Audit Reporting & System Improvements:**
 - Assisted in preparing detailed internal audit reports, providing actionable insights and advising on system enhancements to strengthen internal processes.
- **Financial Statement Preparation:**
 - Supported the planning and preparation of financial statements for financing purposes, ensuring alignment with regulatory requirements and stakeholder expectations.

EDUCATION

CA (Finalist) – Chartered Accountancy

- Institute of Chartered Accountants of Pakistan (ICAP)

CPA (Pending Results) – Certified Public Accountant

- The Institute of Certified Public Accountants of Pakistan (ICPAP)

KEY ACHIEVEMENTS & CONTRIBUTIONS

- **Optimized Tax Strategy Implementation:**
 - Developed and implemented innovative tax planning strategies by analyzing complex financial data and leveraging up-to-date regulatory insights, resulting in a significant reduction in tax liabilities for multiple client portfolios.
- **Enhanced Operational Efficiency:**
 - Conducted thorough evaluations of existing internal controls, identified critical process weaknesses, and implemented targeted improvements that streamlined workflows, bolstered compliance, and enhanced overall operational efficiency.
- **Strategic Stakeholder Collaboration:**
 - Built and maintained robust relationships with key stakeholders by organizing regular financial review sessions, delivering tailored insights, and providing data-driven recommendations that directly influenced strategic decision-making.
- **Recognition for Excellence:**
 - Earned the "Best Performance" award in 2022 in recognition of exceptional leadership, proactive problem-solving, and measurable contributions to both tax optimization and operational improvements within the firm.

LANGUAGES

- English
- Urdu
-