

ASIM RAFIQ

Date of birth January 31, 1978
 Father's name Sheikh Qaiser Ahmed
 Status Married
 Age 35 Years

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OBJECTIVE		Seeking a challenging position in a progressive and dynamic organization with an aim to contribute positively towards the objectives of the organization to the best of capabilities and to develop remarkable professional skills.	
EDUCATION	QUALIFICATION	INSTITUTE/ BOARD/ UNIVERSITY	YEAR OF COMPLETION
	Chartered Accountant	The Institute of Chartered Accountants of Pakistan(ICAP)	2004
	Bachelors of Commerce	University of Karachi	1998
	Secondary /Intermediate	Karachi Board(A1 Grade-Gold Medalist)	1995
SPECIALIZED CERTIFICATIONS	CERTIFICATIONS	INSTITUTE	YEAR OF COMPLETION
	IFRS Certification	The Institute of Chartered Accountants in England & Wales (ICAEW)	2012
	Certified Internal Auditor	The Institute of Internal Auditors USA	2011
EXPERIENCE HIGHLIGHTS		POST QUALIFICATION EXPERIENCE	Over 9 Years
	ORGANIZATION	POSITIONS HELD	PERIOD (Approx)
	NATIONAL INVESTMENT TRUST LIMITED (NITL)	-Head Of Internal Audit -Nominee Director at Five listed companies(Sugar, Paints, Investment Bank & Packaging & Printing Industry)	4 Years
	ARIF HADIB INVESTMENTS LIMITED (AHIL)	-Head of Funds Accounting & Operations -Vice President (Finance & Operations)	3 ½ Years
	PAKISTAN PRIVATE EQUITY LIMITED (PPEL) (a Group Company of AHIL)	-Company Secretary (Handled all corporate and financial affairs of the company)	2 ½ Years
	ADAMJEE INSURANCE COMPANY LIMITED (AICL)	-Head of Internal Audit -Manager Internal Audit	1 Year
	A.F FERGUSON & Co. (Member Firm of PriceWaterhouseCoopers-PWC worldwide)	-Assistant Manager	6 Months
		-Completed Four Years ICAP Mandatory Article ship in the Audit and Business Advisory Department of the Firm.	4 Years

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EXPERIENCE	<ul style="list-style-type: none">- As Head of Internal Audit at NITL, leading the overall internal audit (IA) function at Head Office as well as more than 20 branches of the company and acting as an in-house consultant to virtually every department of the company. Making presentations before the Audit Committee of the company. Reviewing all major transactions of the company (all payments of management company of Rs. 5,000 and above; all redemptions and dividend payments of Rs. 100,000 and above in Funds under management) as these are subject to pre-audit.- As nominee Director of five listed companies, involvement in the strategic, business and financial decision making of the Company. Setting the overall objectives of the Company and monitor progress. Advising on appropriate corporate structure, building controls, compliance with statutory requirements and achieving operational excellence through better IT environment. Consideration and approval of Annual Budget of the Company.- As Head of Funds Accounting and Operations at AHIL, managing and supervising financial and operational activities of both the open ended and closed end funds (Funds) and Management Company. Supervising the computation of Net Asset Value to be disclosed on daily basis to all the Stock Exchanges helping the investors to take viable investment decisions on timely basis. Liaison with auditors, bankers, and trustees of the Funds. Managing a team of thirty professional & motivated individuals. Supervision of periodic financial statements of the Funds. Supervising the financial reporting process in compliance with the NBFC Rules 2003, Trust Deeds, IAS, Companies Ordinance 1984 and International Financial Reporting Standards. Supervising all taxation related matters for all funds under its management. Presentation of Financial Statements of the management company as well as the Funds before Board of Directors of the company for approval.- As Head of Internal Audit at AICL, leading the overall internal audit (IA) function at Head Office as well as more than 70 branches of the company and acting as an in-house consultant to virtually every department of the company. Making presentations before the Audit Committee of the company.- External audit experience with A F Ferguson & Co, with two years as team leader.- Completed the renowned Leadership Grid Seminar by Grid International Inc. USA.
SKILLS & PROFESSIONAL GROWTH	<ul style="list-style-type: none">- Good communication skills in English language. (IELTS Score -7 Band i.e. Good User)- Strong analytical, problem solving and interpersonal skills.- Certification from an IT institute approved by ICAP for using Microsoft office as a tool or preparation of business reports, spreadsheets, budgets, general correspondence and presentations. Extensively used these packages during my work experience.- User operating knowledge of the general ledger module of JD Edwards installed at Shell Pakistan Limited and BPCS environment at Syngenta Pakistan Limited- User operating knowledge of Sidat Hyder Financials and other related softwares pertaining to mutual funds- User operating knowledge of Asset Connect and other related softwares pertaining to mutual funds- Experience of migration of accounting systems- Reasonable knowledge about computer hardware and software- Personnel management, negotiation, handling audit-resistant staff, report writing- Attended various training courses on technical and personal skills organized by PwC Pakistan. Currently regularly attending various seminars on these being organized by ICAP.- Attended World Accounting Summit held in Dubai in 2006 and highlighted the issues faced by mutual fund industry
INTERESTS AND HOBBIES	<ul style="list-style-type: none">- Table-Tennis, Chess.- Keeping abreast domestic and international political and economic situations.

Profile

Asim Rafiq

Mr. Asim Rafiq is a Fellow member of the Institute of Chartered Accountants of Pakistan. He has over 20 years diversified experience in accounting & audits, strategy and financial planning, taxation, software/ERP development and implementation, corporate affairs & Regulators' dealings in leading private and public sector organizations. He also has BOD experience of more than a decade in various listed companies primarily in Sugar industry.

He completed his Chartered Accountancy from the Institute of Chartered Accountants of Pakistan with training from A F Ferguson & Co. Chartered Accountants (PwC Pakistan); certification in International Financial Reporting Standards (IFRS) from the Institute of Chartered Accountants in England & Wales and certification in Internal Audit from the Institute of Internal Auditors, USA. He has also attended various national and international seminars & conferences on IFRS, Governance & Strategic planning. Also, he has completed renowned Leadership Grid Seminar from Grid International Inc, USA.