

# Resume



**MEHMAN M. NIFTALIYEV**

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Date of birth: 1993-07-05

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## EDUCATION

**ACCA (Association of Chartered Certified Accountant)** Sep`2017- present

- Knowledge Module: F7 - Financial Reporting (certified)
- Knowledge Module: F9 - Financial Management (certified)
- Knowledge Module: F6 - Taxation (Rus) (certified)
- Knowledge Module: F4 - Corporate and Business Law (certified)
- Knowledge Module: F3 - Financial Accounting (certified)
- Knowledge Module: F2 - Management Accounting (certified)
- Knowledge Module: F1 - Accountant in Business (exemption)

**Azerbaijan State University of Economics - MBA program** Sep`2015-Jun`2017  
*Master of Science Degree in Business Organization and Management (Finance)*

**Baku State University - Mathematics and Mechanics** Sep`2010-Jun`2014  
*Bachelor of Science Degree in Mechanics*

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## EXPERIENCE

### Work Experience

**“Xalq Bank” OJSC – Finance Department – Budget and cost control – Leading Specialist** Sep`2022- present

Main responsibilities:

- Participate in preparation master budget of the bank;
- Monitoring and control over budget throughout the fiscal year;
- Preparation of profit & loss and balance forecasts for the next period
- Preparation of actual profit & loss statement to compare relevant budget figures on a monthly basis;
- Preparation of the loan and deposit portfolio forecast for the next period and comparing the actual results with the budget on a monthly basis;
- Cost tracking, analytical review of the accounts and etc.

**“Xalq Bank” OJSC – Finance Department – Accountant – Leading Specialist** Dec`2017- Sep`2022

Main responsibilities:

- Accounting for repair, maintenance and operating costs of property, plant and equipment;
- Depreciation of fixed assets and intangible assets;
- Preparation of reports on fixed assets and intangible assets;
- Payment and accounting of invoices for fixed assets and intangible assets;
- Accounting for deferred costs of property, plant and equipment and intangible assets;

**“Bank of Baku” OJSC - Branch “Bakikhanov” - Consumer loans department – Junior Expert** Avg`2017-Dec`2017

Main responsibilities:

- Reception of clients and giving the information about their credit products;
- To participate in the clearance of loan applications received by customers;
- Control over the fulfillment of loan commitments.

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## TRAININGS

İmza Group- ACCA F9(Financial Management) (Dec`2018)

İmza Group- ACCA F6(Taxation-Rus) (Sep`2018-Dec`2018)

İmza Group- ACCA F4(Corporate and Business Law) (May 2018- Avg`2018)

İmza Group- ACCA F2(Management Accounting) (Oct`2017- Feb`2018)

İmza Group- ACCA F3(Financial Accounting-En) (June`2017-Sep`2017)

*For a better future...*

*Sincerely*

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**ADDITIONAL INFORMATION**

**Languages:** Azeri (native), English (intermediate).

**Computer skills:** MS Office 2013 (good), 1C Enterprise 8.2 (good).

**Military service:** SBS, Goytepe Border Guard (July`2014-July`2015)

**Driver license:** Degree "BC"(March`2012)

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