

## Contact

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www.linkedin.com/in/  
rahimzulfiqarali (LinkedIn)  
www.excelbasement.org  
(Company)  
rahimzulfiqarali.com/ (Portfolio)

## Top Skills

Agile HR Analytics  
Finance  
MIS

## Languages

English (Professional Working)  
Urdu (Native or Bilingual)

## Certifications

MSOE: Microsoft Excel 2013 Expert  
QuickBooks Certification  
Microsoft Office Specialist  
PowerPoint 2016  
Certified Data Analyst  
Microsoft Office Specialist Excel  
2016

## Honors-Awards

Academic Excellence in Intermediate  
Certificate of Merit  
Academic Excellence in  
Matriculation  
Certificate of Achievement - 2nd  
Position in Debate Competition

# Rahim Zulfiqar Ali

Founder & CEO Excel Basement, MS Excel, POWER BI, Python  
Trainer & Consultant, MBA (MIS), MCT, MSOM, ReSkills Coach,  
Power Platform Consultant, Emerging Data Scientist  
Karāchi, Sindh, Pakistan

## Summary

Founder & CEO Excel Basement, MS Excel, POWER BI, Python  
Trainer & Consultant, MBA (MIS), MCT, MSOM, ReSkills Coach,  
Power Platform Consultant, Emerging Data Scientist

NOBODY BUILT LIKE YOU, YOU DESIGN YOURSELF.  
www.rahimzulfiqarali.com

Rahim Zulfiqar Ali is a Microsoft Certified Trainer (MCT), Microsoft  
Office Specialist Expert in Excel 2013, 2016 & 2019 (MSOM),  
Member of International Association of Microsoft Certified Trainers  
(IAMCT).

Rahim has been actively involved in training & teaching  
professionals with many organizations and institutions as visiting  
faculty member, and trained thousands of professionals. He gained  
the repute of an international level trainer in excel with his knowledge  
of enabling maximum learning & retention in least possible time.

Positively, training is more of his passion than profession as he  
empowers others to create value for their enterprises. Rahim is  
driven by a mission in life which aims to provide better understanding  
to his participants enabling them to focus better and achieve the  
results they seek.

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## Experience

### ReSkills

#### Coach

October 2022 - Present (1 year 3 months)

## Excel Basement

12 years 6 months

### Founder & Chief Executive Officer

July 2011 - Present (12 years 6 months)

Karachi, Pakistan

We provide services in form of Training, Consultancy, Solutions, Coaching & Developing Add-ins on Microsoft Office Products, Business Intelligence (POWER BI & Tableau) & Artificial Intelligence Products.

We are creating DATA-DRIVEN culture by providing solutions to various industries on their business problems.

Website: [www.excelbasement.org](http://www.excelbasement.org)

### Chief Executive Officer

June 2019 - December 2021 (2 years 7 months)

Karachi, Pakistan

Served as CEO of Excel Basement (Private) Limited formed on 27th June 2019 and closed the status of (Private) Limited in December 2021. Excel Basement is now associated with XLR8 Tech Solutions.

## Institute of Business Management

### Visiting Faculty Member

January 2019 - September 2019 (9 months)

Karachi, Pakistan

Visiting Faculty Member - Microsoft Excel & Power BI Trainer - EMEC-IoBM

## DHL

### Microsoft Excel Coach & Business Intelligence Reporting Consultant

February 2018 - September 2019 (1 year 8 months)

Karachi, Pakistan

To provide Training, Coaching & Mentoring on Microsoft Excel Specialized Courses and Business Intelligence Reporting Consultancy & Implementation.

## Institute of Business Administration, Karachi

### Visiting Faculty Member

April 2014 - November 2016 (2 years 8 months)

City Campus, Karachi

Visiting Faculty @ IBA City Campus for conducting Executive sessions on Advanced Excel, Dashboard Reporting & PowerPivot. Department "Skills Development Program" (SDP) Centre for Executive Education. (CEE)

## Professional Development Section (PDS)

Trainer (Microsoft Office)

November 2011 - November 2016 (5 years 1 month)

Karachi, Pakistan

Trainer with 5 Professional Development Sections (PDS)

### 1. Darkhana PDS

Conducted courses on Microsoft Excel & Basic Computer Skills for Parents in 2011 & 2012.

### 2. Rehmani Garden PDS (Formerly IPD)

"Acting Incharge and IT Trainer"

Conducted courses on Microsoft Excel & Basic Computer Skills for Parents in 2012.

### 3. Evershine Library & Reading Room (ELRR)

Conducted various courses on Microsoft Excel in 2013.

- Financial Modeling in Excel
- Dashboard Reporting in Excel
- Advanced Excel Formula Crash Course (4 Batches)
- MS Office Compendium

### 4. Career Development Society - Salimabad (2015 / 2016)

5. LEB Platinum Library & Reading Room PLRR - Microsoft Advanced Excel Course in March 2016

## United Bank Limited

5 years 4 months

Business Analyst

June 2014 - August 2014 (3 months)

Mai Kolachi - Karachi Pakistan

Following is the list of Job Responsibilities:

1. Monthly Performance Review of Contact Center Financials and Prepare Presentation for Senior Executives.
2. Preparation of Outbound Call Summary on daily basis.
3. Assist in technical issues related to Microsoft Excel to the employees of Contact Center.
4. Analyze Financial Models of various initiatives by Contact Center.

## Finance Officer

May 2009 - June 2014 (5 years 2 months)

UBL Head Office - Karachi, Pakistan

- Analysis of Weekly Deposits and Advances position on Bank Level.
- Designs and implements monthly management analysis reports (MIS).
- Runs monthly financial/operational reports.
- Tracks Profit & Loss & Balance Sheet against strategic goals, forecast and budget.
- Analyzing the actual expenses vs. budgeted expenses and identifying the reasons for variances.
- Reconciliation of MPR for the correct parking of income and expenses.
- Prepare various MIS for internal and external stakeholders to report business performance metrics.
- Various reporting: Headcount, Revenues, Operating Costs, ad hoc and regional reporting. Budgets and Forecasting.
- Responsible for annual budgeting process and overseeing actual utilization.
- Co-ordinates the annual budget process resulting in both corporate format budget and individual cost centers internally.
- Financial modeling and scenario analysis as required
- Ad hoc reporting as required
- Implement standardization across bank level in financial good practices.
- Preparation of Bank's product profitability reports for submission in Monthly Performance Reports. (Automation, Net Banking, UBL Wallet, UBL WIZ Prepaid Visa Debit Card, Click and Remit, Cash Management, Hamrah, Tezraftaar & Home Remittances).
- Preparation of Initial Financial results of various businesses and products wise of Monthly Performance Report for subsequent posting on Finance Web Portal.
- Reporting for reimbursement and monitoring of Global Depositary Receipts (GDR), Payment of Invoices for Investor Relations clients (London Stock Exchange).

## Aga Khan Grants and Review Board, Pakistan

Management Audit Internee - Voluntary Service

May 2011 - March 2012 (11 months)

Karachi, Pakistan

## Management Audit

>> Analysis and assessment of competencies and capabilities of Institutions management in order to evaluate their effectiveness, especially with regard to the strategic objectives and policies.

>> Assists in Information Technology (IT) needs and Best practices for implementation in community and GRB institutions.

>> Provide training on Microsoft Office Excel 2007 (Advanced) to the staff

## PAKISTAN PRINTING EQUIPMENT CO. (PVT) LTD

Sales Assistant - Print Consumables Division

March 2008 - June 2008 (4 months)

Sales Assistant Responsibilities:

>>Assisting in sales & distribution operation.

>>Preparation and keeping up of record for all relevant documents that is Delivery challan, Invoices, Sales summaries etc., besides number of other statements and Reports on Daily and periodical basis.

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## Education

Iqra University (Official)

Masters, Management Information System - MIS · (2016 - 2019)

Karachi University

Bachelor of Commerce - BCom · (2007 - 2008)

Aga Khan Higher Secondary School, Karachi

Intermediate, Commerce · (2005 - 2006)

Aga Khan School (Garden) Karachi

Matriculation, Commerce · (2003 - 2004)