

# SALEEQ VATTAPARAMBIL SIDHEEK

## INTERNAL AUDITOR

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### **PROFESSIONAL SUMMARY**

Results-driven Internal Auditor with over 10 years of experience in risk assessment, tax compliance, and financial auditing across pharmaceuticals, accounting, and manufacturing sectors. Expert in identifying non-compliance patterns, developing risk-scoring methodologies, and translating complex data into actionable compliance strategies. Skilled in internal controls, process improvement, and regulatory compliance (IFRS, GAAP). Proven ability to lead audit engagements, collaborate with cross-functional teams, and deliver clear, actionable reporting to support risk-based decision-making.

### **WORK EXPERIENCE**

**Internal Auditor | Qatar Pharma for Pharmaceutical Industries, Doha, Qatar | Jan 2024 – Present**

- Conduct comprehensive risk assessments and analytical reviews to identify compliance gaps, indirect tax risks, and operational control weaknesses.
- Perform end-to-end audit procedures including transaction testing, data analysis, and detailed documentation for 20+ audits annually.
- Develop risk-based audit findings and remediation plans, improving compliance rates by 25% and reducing non-conformity recurrence.
- Monitor implementation of audit recommendations, ensuring timely execution and measurable operational impact.
- Prepare and present audit reports with data-driven insights and actionable plans aligned with organizational policies.
- Execute follow-up audits to verify corrective actions and ongoing compliance with regulatory standards.
- Collaborate with Finance, Legal, and IT teams to strengthen compliance frameworks and enhance risk monitoring accuracy.

**Senior Audit Consultant | Abdulrahman Al-Nabit Chartered Accountants, Doha, Qatar | Feb 2020 – Dec 2023**

- Spearheaded 50+ audit engagements from planning to completion across diverse industry sectors including manufacturing, retail, and services.

- Led risk-scoring and compliance evaluations using statistical sampling, variance analysis, and outlier detection to identify irregularities in tax reporting.
- Designed audit dashboards and compliance reports that supported enforcement actions and process improvements, reducing audit cycle time by 30%.
- Built and maintained strong client relationships, resulting in 15% increase in cross-referrals to specialized service teams.
- Coordinated with investigative and audit teams to validate findings and ensure alignment with regulatory and tax compliance standards.

**Accounting and Audit Executive | Eisa Alderbasti Accounting and Auditing, Doha, Qatar | Feb 2017 – Dec 2019**

- Performed compliance assessments and financial analyses to evaluate indirect tax obligations and adherence to regulatory frameworks.
- Supported tax investigations by analyzing large datasets to identify reporting anomalies and taxpayer risk indicators.
- Prepared financial and audit reports summarizing risk findings, compliance deviations, and corrective action recommendations.
- Executed internal audits confirming adherence to established policies and procedures, improving internal control effectiveness by 20%.
- Partnered with tax experts to facilitate accurate and timely tax submissions, reducing filing errors by 15%.

**Account Administrator | Nawab Stirling Limited, Stirling, Scotland, United Kingdom | Sep 2015 – Dec 2016**

- Managed accounts receivable, petty cash, and financial documentation, ensuring accurate record-keeping and compliance.
- Architected financial document archiving systems and updated accounting databases according to monthly and annual schedules.
- Assisted in developing pricing strategies and implementing cost control measures, contributing to a 10% reduction in operational costs.
- Maintained strong vendor relationships through clear communication of service agreements and payment updates.

**SKILLS**

- Internal & External Auditing
- Risk Assessment & Management
- Financial Analysis & Forecasting
- Tax Compliance & Advisory

- Regulatory Compliance (IFRS, GAAP)
- Internal Controls & Process Improvement
- Financial Reporting & Finalization
- Budgeting & Variance Analysis
- Data Analysis & Statistical Sampling
- Audit Methodology & Procedures
- Cross-functional Collaboration
- Audit Reporting & Documentation
- Microsoft Office Suite (Excel, Word, PowerPoint)
- Data Analytics Tools
- ERP Systems

## **EDUCATION**

Master of Science in International Accounting and Finance

University of Stirling, Scotland, United Kingdom | 2016

Bachelor of Commerce (Finance)

University of Calicut, Kerala, India | 2015

## **PROJECTS**

### **Budgeting and Forecasting | Alchemy Project, Doha, Qatar | Sep 2022 – Apr 2023**

- Compiled and analyzed financial data to generate monthly cash flow, P&L, and balance sheet statements for management review.
- Prepared and presented monthly forecast reviews to upper management, detailing prior month results and forward-looking projections.
- Led weekly forecast review meetings, providing business units with month-end projections and variance analyses.
- Provided administrative and financial support to track productivity, growth, and cash improvement initiatives.
- Managed accounts payable and receivable based on aging analysis, improving cash flow management.