



Sigma
Consultancy



COMPANY PROFILE

Business Process Outsourcing

Advisory | Tax | Consultancy | Accountancy

WHY OUTSOURCING IS THE WAY FORWARD?

Outsourcing is a great way to help your business as it progresses through its various growth stages. It is an effective strategy of contracting out business processes to third-party providers. When applied in a legitimate way, it lessens the risks involved in various processes providing an array of benefits from cost savings to greater competitive advantage and service improvements.

“Master Your Strengths, Outsource Your Weakness.” Ryan Kahn

KEY REASONS FOR OUTSOURCING

- ◆ Value For Money
- ◆ Reducing Cost and Assorted Expenses
- ◆ Better Cash Flow Control
- ◆ Solves Capacity Issues
- ◆ Access to Specialized and Technical Expertise
- ◆ Allows Focus on Critical Business Activities
- ◆ Bespoke Solutions to Address Specific Business Needs
- ◆ Flexibility and Improved Productivity

HOW WE DO IT?



We follow a crystal clear process. Best tools and resources are used to ensure client satisfaction. In order to deliver high-quality service with efficiency and cost-effectiveness, we create a well-defined process to produce the desired result. We work towards client satisfaction and give complete value for money with dedication and teamwork. The intention is to have a set-up that is beneficial to both our clients and team. We encourage a feedback system that helps us in developing our best practices further. Our urge for improvisation has helped us understand the needs of our clients and the strength of our team.

HOW WE CAN HELP YOU?

- ◆ Accounting and System Management
- ◆ ERP Implementation
- ◆ Tax Planning and Management
- ◆ Business Process Re-engineering
- ◆ Internal Audit and Controls
- ◆ Legal and Statutory Compliance
- ◆ Financial & Management Reporting
- ◆ Financial Modelling and Due Diligence
- ◆ Data Analytics
- ◆ Secondments and Temporary Support
- ◆ Training

OUR SERVICES

ACCOUNTING

- ◆ Bookkeeping
- ◆ Payroll Administration & Processing Consolidation
- ◆ IFRS Conversion, Implementation, and Training
- ◆ Working Capital Management
- ◆ Inventory & Treasury Management
- ◆ Group Reporting
- ◆ Preparation of Financial Statements
- ◆ Preparation & Coordination of Statutory Audits
- ◆ Temporary Professional Resource Sharing
- ◆ Fixed Asset Management
- ◆ Sale/Purchase Processing

COMPLIANCE

- ◆ Company Formation Services
- ◆ Secretarial Compliances and Statutory Filings
- ◆ Coordination/Liaison with Statutory Authorities
- ◆ Developing Policies & Procedures Manual

TAX

- ◆ Registration Services
- ◆ Periodic Compliance Review
- ◆ VAT Impact Analysis
- ◆ Assistance on Record-Keeping for VAT Purposes
- ◆ VAT Filings and Exemptions
- ◆ Tax Returns

OUR SERVICES

TRAINING

- ◆ Reshaping Internal Audit Department as Trusted Advisor to Board & Management
- ◆ Corporate Governance- Catalyst of Sustainable Growth
- ◆ Risk Management Implementation
- ◆ Finance for Non-finance Professionals
- ◆ Managing Company in Difficult Time with Sustainable Growth
- ◆ How to Prevent and Detect Fraud
- ◆ Microsoft Office Tools

ADVISORY

- ◆ Operational Audit
- ◆ Internal Controls Assessment
- ◆ Capacity Building
- ◆ Development of Authority Matrix
- ◆ Development of Accounting and Control Manuals
- ◆ Assessment of Organizational Governance
- ◆ Integrated / Comprehensive Audit (Financial, Process & Compliance)
- ◆ Efficiency Audits & Compliance Audits
- ◆ Assessment of Compliance with Cost Cutting Strategies
- ◆ Business Process Re-engineering
- ◆ GAP Analysis
- ◆ System Implementation & Integration
- ◆ Budgeting/Forecasting
- ◆ Feasibility Studies

OUR SERVICES

IT SOLUTIONS

- ◆ Software / ERP
- ◆ Inventory Management
- ◆ Payroll & HR
- ◆ Active Directory Exchange Server
- ◆ Oracle Database Support
- ◆ Application Support
- ◆ Business Intelligence Tools Training
- ◆ Portal Designing

CYBERSECURITY CLOUD SERVICES

- ◆ Documentation
- ◆ Security Assessment
- ◆ IT Infrastructure Assessment
- ◆ Vulnerability Assessment and Penetration Testing
- ◆ IT Governance
- ◆ Cloud Feasibility, Migration and Security Services
- ◆ IS Management System Design
- ◆ IT Managed Services
- ◆ IT Health Check
- ◆ IT Audit
- ◆ Virtual CIO/CISO Services
- ◆ IT Risk Assessments

OUR TEAM



Ahmed Godil
**Managing Partner &
Business Leader**
Middle East Region

Ahmed is a qualified professional with truly diversified work experience of more than 18 years at various geographical locations i.e. South Africa, UAE, KSA, Bahrain, Kuwait and Pakistan. Trained globally with Ernst & Young & Price Waterhouse Coopers, specializes in Internal Audit, Risk Management, SOX and other Regulatory Compliance, Value Enhancement Audits, Lean Six Sigma, Financial Management, and External Audit.

Worked with top tier Companies at senior positions to implement adequate Governance Structure, improve control environment and execute value based enhancement audits to ensure the process is lean.

Ahmed is a Fellow member of Association of Chartered Certified Accountant (ACCA-UK) and UAECA.



Adnan Ahmed
**Managing Partner &
Business Leader**
Asia Pacific Region

Adnan is a qualified professional with truly diverse work experience of more than 20 years at various geographical locations i.e. Pakistan, UAE and Saudi Arabia. Trained globally with Ernst & Young, specializes in financial accounting, financial reporting / head office reporting, financial management, internal controls and external audit.

Also worked as CFO / Group CFO of conglomerates and successfully managed to materially improve their bottom line and bring efficiency within the finance function.

Adnan is a Fellow member of Institute of Chartered Accountants of Pakistan (ICAP).



Mian Riaz
Marketing Director
Middle East Region

A seasoned, ambitious and entrepreneurial leader with over 13 years of holistic strategic, commercial and financial experience with the responsibility and accountability of Marketing, Operations and Financials of the entire organization with specialties to Drive Business Growth, Capitalize on new Revenue Potential, Strategy Formulation and Implementation, Organizational Restructure, Brand Acquisitions, Network Development and Business Intelligence.



Mustafa Dada
**Business Development
Manager**
North American Region

Mustafa is a well-trained and well-diversified business development manager with a key specialization in managing self-employed &/or Young Entrepreneurs. With the expertise of 11+ years and wide knowledge of North American business and financial practices, we believe he is perfect for understanding clients' needs and requirements and initializing their processes with our team.

Apart from the above, Mustafa has worked as a B.D.M and P.M.O. in Construction/Contracting Industries.



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