



**ICMA**  
Pakistan

**Institute of Cost and Management  
Accountants of Pakistan**

**South Region  
Karachi Branch Council 2016-18**

# Career Grooming Workshop for Finance Students

**Dear Students,**

The Students' Education Counselling and Professional Development Committee of Karachi Branch Council is going to organize a **"Career Grooming Workshop for Finance Students"**. The purpose of this course is to improve employment opportunities for the participants and to enhance their overall skills and understanding of Accounting and Taxation.

After going through this course, the participants should be able to work **TIMING:** From 02:00 pm to 05:00 pm confidently on basic accounting and taxation related tasks, would have a better chance to find a relevant job etc.

We intend to refer the top participants to the potential employers.

## BRIEF DETAILS OF THE COURSE ARE AS FOLLOWS:

- ✓ Orientation
- ✓ Company Registrations
- ✓ Concept of Withholding ( Income Tax /Sales Tax)
- ✓ With holding Rules on Payment
- ✓ Manual Calculation of Sales Tax and Income Tax
- ✓ Reconciliation Statement u/s Rule 44 ( 4) and Notice u/s 176
- ✓ Sales Tax Withholding SRO and Notices
- ✓ Procedure of Opening and Retirement of LC including concept of Demurrage
- ✓ Islamic Mode of Financing
- ✓ Retirement Benefit Plan ( Gratuity / P Fund / Golden Shake Hand /VPS )
- ✓ Calculation of EOBI and SESSI
- ✓ Labour Law record keeping and Notice Handling
- ✓ Concept of ERP and basic understanding
- ✓ E-Filling of Sales Tax / Income Tax and EOBI, Calculation of SESSI



## FACILITATORS

**Mr. Faisal Mobin, ACMA**  
**Mr. Syed Jawwad Ahmed, ACMA**  
**Mr. Muhammad Fahad, ACMA**  
**Ms. Itrat Rehman, ACMA**  
**Mr. S. M. Farrukh, Faculty - KU**  
**Mr. Muhammad Rizwan Amin, ACMA**

## Day Date & Timing:

Monday to Saturday, April 10 to April 15, 2017  
02:00 pm to 05:00 pm (Daily)  
(Followed by Hi-Tea)

## Venue:

IT Lab, ICMAP Avenue ST-18/C,  
Block-6, Gulshan-e-Iqbal, Karachi

## CPD Credit Hours:

18 Hours

## Registration Fee:

Rs. 2000/- Member of ICMAP  
Rs. 2000/- Student  
Rs. 3000/- Others

## REGISTRATION:

Limited seats on first come first serve basis

**With warm regards:**

**Danish Naeem, ACMA**  
Secretary / Treasurer  
Karachi Branch Council

**Ahsan Elahi Vohra, FCMA**  
Chairman  
Karachi Branch Council

**For Further details & registration, please visit the website or contact:**

Liaison Office, Karachi Branch Council 1st Floor, ST-18 / C, ICMAP Avenue, Block-6, Gulshan-e-Iqbal, Karachi  
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