

Amer Butt

Strategic Finance & Project Controls Leader

Strategic Finance & Project Controls Leader with 25+ years of experience driving operational excellence across international development, infrastructure, and donor-funded programs. Proven expertise in grants management, financial oversight, and compliance with FCDO, USAID, World Bank, and statutory regulations. Adept at streamlining office operations, implementing project control frameworks, and leveraging tools such as Excel and Power BI to deliver actionable insights. Recognized for building high-performing teams, ensuring health & safety compliance, and enabling organizations to achieve efficiency, transparency, and sustainable growth.

CORE EXPERTISE

CONTROLS & OPS	FINANCE & COMPLIANCE	TECHNOLOGY & TOOLS
Project Controls	Financial Mgmt	Advanced Excel
Procurement	Grants Management	Power BI
Asset Mgmt	Contracts Mgmt	Power Query
Office Management	Statutory Compliance	Google Apps Script
Health & Safety	Client Invoicing	HTML5 / CSS3
		JavaScript (JS)
		Git / GitHub

PROFESSIONAL EXPERIENCE

Freelance Finance & Data Management Consultant

2016 – Present

Independent Professional (SME Services)

- Providing expert freelance solutions in corporate financial analysis, database structuring, and operational reporting for international small-and-medium enterprises.
- Designing and deploying custom Google Apps Script automation, HTML/CSS web interfaces, and JavaScript workflows to streamline backend financial processes.
- Developing predictive budget models, cash flow forecasting sheets, and interactive reporting dashboards using Power BI.

Office Manager / Project Coordinator / Country Finance Manager

Sep 2016 – Present

Mott MacDonald Limited (Pakistan Branch)

- Designed and implemented robust grant management frameworks for FCDO and World Bank projects, overseeing secure disbursements.
- Established project controls and commercial plans that improved financial transparency and reduced cycle times by 30%.
- Led client coordination, invoicing, and contract compliance, ensuring 100% adherence to donor and statutory requirements.
- Developed automated financial and project dashboards in Excel and Power BI, enabling real-time decision-making.
- Directed the Country Finance Department, managing multimillion budgets and ensuring compliance.

Grants Coordinator

Sep 2014 – Aug 2016

DAI

- Designed and implemented grant management and financial control systems, ensuring full compliance with donor guidelines.
- Conducted financial reviews and cash-flow management that improved liquidity planning and reduced funding delays.
- Acted as primary liaison with clients on commercial aspects, strengthening commercial trust.
- Developed project reporting dashboards that enhanced visibility of grant performance.

Grants Management Specialist

Feb 2011 – Aug 2014

MEDA Pakistan

- Established financial management systems for grantees, improving accountability and reporting accuracy.
- Conducted financial reviews and audits, identifying risks and ensuring corrective actions.
- Successfully closed out multiple USAID-funded grants, meeting all compliance requirements.

Manager Accounts

Jan 2006 – Feb 2011

IUCN – The World Conservation Union

- Managed commercials for multiple conservation projects, ensuring donor and statutory compliance.
- Directed the Country Finance Department, overseeing budgeting, reporting, and audits.
- Developed financial reporting tools and templates that standardized reporting.

Accountant

Feb 2004 – Dec 2005

Ministry of Planning & Development Division

- Implemented computerized accounting systems, modernizing financial operations.
- Managed payroll, audits, and preparation of financial statements for government projects.

Accounts Officer cum Computer Trainer

Oct 1995 – Jun 2001

M. Yousuf Adil Saleem & Co. (Deloitte)

- Developed electronic accounting systems and internal controls, improving efficiency and accuracy.
- Delivered computer application training to CA students and government employees.

Service Coordinator

Jun 1994 – Oct 1995

Digital Radio Paging Limited (DC Pager)

- Coordinated service operations and managed staff shifts to ensure uninterrupted paging services.

EDUCATION

MBA (Finance)

University of Peshawar, 2007

B. Com

University of Punjab, 1992

CS Certification

Quaid-e-Azam University

LANGUAGES

English

Urdu

Punjabi

Pushto

CERTIFICATIONS

- Financial Management
- USAID/CIDA & FAO Rules
- Advanced MS Excel
- Power BI Reporting
- Project Cycle Mgmt
- Management Skills
- Security & Ethics