Asha

[Asha.309228@2freemail.com](mailto:Asha.309228@2freemail.com)

*ACCA Affiliate (UK)*

Objectives

* To pursue a highly rewarding career within a healthy work environment where I can utilize my skills and knowledge efficiently.
* To complete the practical experience requirement as part of my ACCA certification and contribute to the growth of the organization.
* To work in a professional organization and gain exposure to wide of range of audit and advisory work.

Academic Qualifications

|  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  | **LEVEL** | **Year** |  |  | **University** |  | **Percentage** |  |  |
|  | ACCA (UK) | 2013-2015 |  |  | Association of Chartered |  | Affiliate | |  |
|  |  |  | Certified Accountants |  |  |
|  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  | |  |  |
|  | BACHELOR OF COMMERCE | 2011-2014 |  |  | University of Madras, India | 70% | |  |  |
|  |  |  |  |  |  |  |  |  |  |
|  | HIGHER SECONDARY SCHOOL | 2009-2010 |  |  | St. Joseph’s School, | 79% | |  |  |
|  |  |  | Abu Dhabi |  |  |
|  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |
|  | SECONDARY SCHOOL | 2007-2008 |  |  | St. Joseph’s School, | 79% | |  |  |
|  |  |  | Abu Dhabi |  |  |
|  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |

Work Experience

Ernst & Young – Abu Dhabi (Oct 2014 to March 2015)

Obtained valuable experience and insights into the working environments of audit firms and visited various clients in the banking, retail and real estate sectors such as Abu Dhabi National Takaful, Tebodin BV, GIBCA Trading & Contracting Company LLC, Al Manazel Real Estates.

Responsibilities included:-

* Cash & Bank Reconciliation and cross referencing
* Preparation of Sales Test of Control and Walkthrough

1



* Preparation of Purchases Test of Control and Walkthrough
* Preparation of Cash Test of Control and Walkthrough
* Performed Expenses and Journal Voucher Testing
* Sampling of Trade Payables and Receivables
* Casting of the Financial Statements
* Shadow experience with a senior associate

Skill Set

* Excellent communication and presentation Skills
* Logical thinking and sound analytical skills.
* Ability to adapt to different working environments.
* Ability to organize, plan and prioritizing work.
* Effective at relationship building and developing good team rapport.
* Proficient in Microsoft Word, Excel, Power Point, Tally

PERSONAL DOSSIER

|  |  |  |
| --- | --- | --- |
| Date of Birth | : | 17th January 1992 |
|  |  |  |
| Visa Status | : | Residence |
| Nationality | : | Indian |
| Marital Status | : | Married |
| Languages known | : | English, Malayalam, Tamil and Hindi |

Other highlights

* Achieved Advanced Level Graded Examination in Music Performance - Grade 7 in Piano (theory and practical) with Merit from Trinity College, London (2009)
* Church choir member (2004 to Present)
* Literary Secretary of St Joseph’s School Parliament (2009-2010)
* Elected as House Captain and organized events and functions at school and inter school level
* Won medals at the Science-Math Exhibition
* Participated in Global Achieve : An International Assessment for Improving Learning

Hobbies and Interests

Playing the piano, listening to music, singing, reading, blogging, traveling, creating and discovering new ideas, Social Networking.

2