|  |  |
| --- | --- |
| Personal Data: **Date of Birth : 16/10/1990****Sex : Male****Nationality : INDIAN****Marital Status : Single****Languages Known** :1. **English (speak, read & write)**
2. **Malayalam (speak, read & write)**
 | Career ObjectiveTo work in challenging environment that utilizes my education and professional skills and offers opportunities to keep pace with the moving trends and tastes of business and finance world.Profile* Holds a Bachelor Degree in Commerce **(B. COM).**
* One and Half years experienced in Accounts & Audits in India with M/S V.M Mohanan (Chartered Accountant)
* Currently Work as an Accountant in K.R.C. International FZE, Dubai,UAE.

Strength **Well theoretical Practical and technical knowledge about** * IAS(International Accounting Standards)
* Preparation of financial statements(balance sheet , profit& loss a/c, and cash flow statement)
* Preparation of Consolidated Financial Statement
* Inventory Valuation
* Internal and external auditing technics
* Ratio analysis and interpretation of financial statement
* Performance management
* VAT calculation
* Analytical skill
* Quick Learner
* Good Communication Skills
* Leadership
* Well knowledge about computer & internet
* Ability to take up responsibilities and stretch in order to achieve desired goals and objectives

**Technical Skills*** Tally (ERP 9)
* M.S Excel
* M.S Word
* Adobe Photo Shop
* Quick Book
 |

Professional Experience

**V.M Mohanan Chartered Accountant**

**Mass Tower,**

**Kannur, Kerala, India**

**Designation: Accounts and Audits Assistant (June 2013 – February 2015)**

**Duties**

* Vouching of Accounting Transaction with Supporting Documents
* Calculation of Depreciation of Assets and Valuation of stock
* Follow up of Ledger Account and Maintain Day Book
* Preparation of Financial Statement for Sole traders, Firms, and Companies( Balance sheet, Profit and loss Account and Cash flows)
* Preparation of Consolidated Financial Statements for Companies
* Ratio Analysis and Interpretation
* VAT Computation and Filing
* Stock counting and Stock Valuation
* Tally Data Entering of Transaction
* Preparation of Bank Reconciliation Statement
* Computation of Income Tax and Filing
* Preparation of Projected Financial Statement
* Preparation of Auditing and Assurance Report

**K.R.C.INTERNATIONAL FZE.**

**Dubai Industrial City.**

**Dubai,UAE**

**Designation: Accountant (March 2015 - Present)**

**Duties**

* Preparation of Financial Statement.
* Tally Data Entering of Transaction
* Maintain Collection Cash from Salesman
* Invoices Cross Check with Salesman
* Preparation of Bank Reconciliation Statement

**Educational Qualification**

* **S.S.L.C**
* **PLUS TWO**
* **DEGREE – B.COM**

I hereby declare that the above information is complete to the best of my knowledge.

Yours Faithfully