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| --- | --- |
| 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 Objective  To 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