Al

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[ 2000 Sept –till dated ] AL ARZ BAKERY Dubai UAE

One of the reputed firm in Arabic bread production having around 4 million turn over per month

Accountant

• 7 years of UAE experience in following accounting field:-

• Accounting records, book of accounts and bank transaction

• Validate and account invoice, petty cash vouchers etc

• Handle day-to day accounting

• Bank reconciliation

• Arrange payments to suppliers

• Technical knowledge of accounting and book keeping

• Reporting to the accounts Manager

[ 1994---1999 ] ASHIQE ENTERPRISES Tellicherry India

Cement consignment agency with monthly turn over of Indian Rs 18 million Accountant

• Handle day-to day accounting

• Bank reconciliation

• Reporting to the chief accountant

Education

[1987 ] University of Calicut Calicut Kerala

Commerce Graduate