**SENIOR ACCOUNTANT**

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 **Gulfjobseeker.com CV No: 27367**

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| **Person**a**l Details**Sex : MaleD.O.B : 30th April 1978Nationality: IndianMarital Status: Married | **Professional Profile**Talented accounting professional with more than 13 years of experience in accounting and financial management in medium to large scale firms including 7 years gulf experience. Graduate in Business Administration and completed three years Article ship under a chartered accountant.Functional Skills* Finalization of accounts and assists in auditing.
* Budget Creation, Forecasting & Cost Analysis.
* Managing Data entry operations – receipts and invoices.
* Purchases entry, General ledger entry & Audits.
* Managing accounts payable and receivable.
* Intercompany reconciliations.
* Cash flow report and analysis.
* Bank Reconciliation statement.
* Prepares monthly financial and MIS reports.
* Maintaining Fixed Assets register.
* Managing Import and export activities.
* Managing PDC, Petty cash and salary preparations.
* Monthly and year end closing stock verification.
* Reconciling accounts and resolving discrepancies.

Computer Skills* **Tally ERP 9, Focus-6, MS Office, SAP.**

**Confident to handle any accouting software.**ACADEMIC QUALIFICATIONS* **Bachelor of Business Administration (BBA)**

Mahatma Gandhi Univercity, Marian College, Kuttikkanam Kerala 1996-1999* **CA Article Clerk**

Luke & Co Chartered Accountants, Calicut -2002* **Higher Secondary School Education**

Navodaya Vidyalaya Malappuram, Kerala-1995* **High School Education**

Navodaya Vidyalaya Malappuram, Kerala – 1993 |

WORK EXPERIENCE

* + Company **: Jabreen Converting industries trading & services LLC.**

 Designation : Senior Accountant

 Profile : Managing Accounts in Tally, BRS, MIS, Import and export management.

 Duration : 2008-2014 (7 years)

Company Profile : Manufacturing of mattress, PU Foams, cultured marble, Carpentry and whole sale trading in marble, ceramic sanitary wares, tiles, electrical items etc.

* + Company : **E.M.S Memorial Co-Op Hospital,** .

 Designation : Accountant

 Profile : Assisting in Accounts related works, cash handling, salary preparation etc.

 Duration : Two Years

 Company Profile : Multy Super Specialty Hospital

* + Company : **Reymount Commodities India (P) Ltd.** .

 Designation : Chief Accountant

 Profile : Managing all accounts works of a branch.

 Duration : Four Years

 Company Profile : Online trading of currencies and commodities.

**STRENGTHS**

* **Communication and understanding**: Ability to communicate effectively with team members and superiors and listening what they require.
* Time management, adaptability and sincerity.
* Optimism and confidence.

LINGUISTIC PROFICIENCY

* Speak : English, Hindi, Malayalam and Arabic.
* Read : English, Hindi and Malayalam.
* Write : English, Hindi and Malayalam.