** Yusuf**

* **E-MAIL:** yusuf-394319@2freemail.com
* **Visa Status:** Visit Visa (Expiry Date: 16/12/2019)
* **Nationality:** Indian

**CAREER OBJECTIVE**

A Chartered Accountant-Inter, diligent and sincere, looking for an opening in a fast paced, growth-oriented organization, to carve out a responsible position where I can utilize my skills and concomitantly develop new ones. Excel in firm wide goals, delivering accurate and efficient work while meeting strict deadlines in a fast-paced, result oriented environment.

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| **WORK EXPERIENCE** |  |  |
|  | **Designation:** Senior Accountant & Tax Executive |
| **Experience:** April, 2018 to August, 2019 |  |  |
| **Key Responsibilities:** |  |  |

ACCOUNTS:

* Accounts finalization and quality control over financial transactions and financial reporting.
* Reviewing the Accounts Receivable and Accounts Payables reports on a daily basis.
* Preparation of journal entries, schedules, ledgers, and overseeing bank reconciliations.
* Co-ordination with Internal/External Auditors and Actuarial Valuation review.
* Monthly/quarterly management accounts preparation, including monthly funding and annual budget.
* Responsible to maintain financials relating to operating profit/loss & their impact on business.
* Presenting Cash flow statement to management for CAPEX.
* To comply with government reporting requirements & verifying recorded transactions and submitting reports regarding irregularities to management.
* Responsible for complex data analysis and financial modeling.

TAXATION:

* Responsible for VAT accounting, record keeping, monthly returns & reports in line with VAT laws.
* Adhering to client’s VAT compliance & rendering business advisory services under VAT Laws.
* Performing VAT reviews as part of Internal Audit engagements.
* Dealing with technical enquiries relating to VAT & implementing strategies to optimize VAT incidence.
* Monitoring VAT law developments and communicating the effects.
* Research and analysis of VAT issues related to business transactions and VAT implications.

**Experience:** Nov, 2017 to April, 2018

**Designation:** Research Analyst

**Key Responsibilities:**

* Creation of chart of accounts & inventory modules and submitting monthly report to management.
* Preparation of financial statements and supporting notes according to month-close schedule.
* Submission of research reports related to Debt Capital Market of top 20 NBFC’s & FI of India.
* Day to day handling of banking operations and Petty Cash Management.
* Reporting quarter wise Key Financial Indicators & Financial information.
* To prepare Daily Fixed income report covering market highlights.

**Experience:** Dec**,** 2016 to Aug, 2017

**Designation:** Business Analyst

**Key Responsibilities:**

* Preparation of MIS reports & Cash flow Statement on a monthly, quarterly & half yearly basis.
* Preparation of Business plans for startups, MSME’s & Individuals for fund raising activity.
* Responsible for preparing investor deck and presenting it to the investors.
* Performed Due Diligence for an Insurance Broker company.
* To provide CFO outsourcing services to Multi National Company.

**Experience:** Sept**,** 2012 to Mar, 2016

**Designation:** Articled Trainee

**Key Responsibilities:**

* Recording entries of asset, liability, revenue & expenses by compiling and analyzing account information.
* To summarize financial status by collecting information, preparing balance sheet and profit & loss a/c.
* Administering payrolls and controlling income and expenditure.
* To ensure the monthly Bank Compliance activities are performed in a timely and accurate manner.
* To verify, allocate, post and reconcile accounts payable and receivable.
* Preparation of stock reports, aging reports, and GP analysis reports.
* Responsible for Working Capital management, Bank reconciliations & Debtors reconciliation.
* To co-ordinate with auditor & resolving the queries.

**Industries Handled:**

* Textile Machinery Manufacturing
* Tyre Manufacturing
* Advertising Industry
* Packaging Industry
* Travel Agency
* Film Industry (Production House, Distributors, Exhibitors, etc.)
* Insurance Sector
* Database Management
* Edu-tech Industry
* Healthcare Industry
* Indian Debt Capital Market
* Retail Supplement Industry
* Educational Institution

**COMPUTER SKILLS:**

* Completed ITT & GMCS course conducted by ICAI.
* Tally ERP9, Tax Base, Satnam, Infact, Abstract, Ms Office, Rujul ERP and Zoho books.

**EDUCATIONAL PROFILE:**

* **Nov, 2018**

CA FINAL, INSTITUTE OF CHARTERED ACCOUNTANTS OF INDIA.

* **May, 2015**

IPCC, INSTITUTE OF CHARTERED ACCOUNTANTS OF INDIA.

* **March, 2011**

BACHELOR OF COMMERCE, MUMBAI UNIVERSITY.

**Place: Dubai, UAE.** **(Syed)**