**Name: Irshad**

**Position:** Accountant

**Experience:** 2+ Years

**Educational Qualifications:** M.B.A

**Key Skills:**Financial Accounting, Corporate Finance, Budgeting,Forecasting, Financial Derivatives, Microsoft Excel,Critical thinking & problem solving

**Current Location:** Dubai, UAE

**Availability:** Immediate

**Visa Status:** Visit Visa

**Email:** [irshad-396773@gulfjobseeker.com](mailto:irshad-396773@gulfjobseeker.com)

**Summary of Career**

* 2+ Years of experience in Financial Accounting.
* Detail-oriented, efficient and organized professional with extensive experience in accounting systems.
* Possess strong analytical and problem solving skills, with the ability to make well thought out decisions.
* Possess multiple skills covering many financial areas such as laws, cost control principals, ledger analysis, financial statements, budgeting, taxation and economic regulations.
* Excellent written and verbal communication skills.
* Resourceful in the completion of projects, effective at multi-tasking.

**Achievements**

* Completed project successfully on ‘Financial Derivatives’ in Indiabulls Securities Limited.
* Awarded as ‘League of extraordinary performance’and ‘Star of the Month’ during my work tenure.

**Employment History**

* Accountant in– November 2017 to January 2020 (2+ years)

**Computer Skills / Software Skills**

* Knowledge on Tally ERP9.
* Knowledge on Focus tools.
* Good knowledge of Microsoft Excel.
* MS Office & Internet applications.

**Employment Records**

Job Position : Accountant

Year : November 2017 to January 2020

Roles & Responsibilities:

* Performed accounts payable functions
* Managed financial departments with responsibility for budgets, forecasting, payroll, accounts payable and receivable
* Ensured compliance with accounting deadlines.
* Prepared company accounts and tax returns for audit.
* Liaised with bankers, insurers and solicitors regarding financial transactions.
* Monitored and recorded company expenses.
* Generated budgets and forecasts on a quarterly basis
* Prepared annual company accounts and reports.

**Educational Qualifications**

1. M.B.A. at Indur P.G. College of Business Management, India – 2017
2. B.Com (Taxation) at SVS Degree College, India – 2015
3. Intermediate at BIE, India - 2012

**Personal Details**

Date of Birth : 6th May 1994

Nationality : Indian

Marital Status : Single

Languages Known : English, Hindi & Urdu

**Declaration**

I, hereby declare that the above particulars furnished by me are true to the best of my knowledge and belief.

Name

**(Irshad)**