

Lahal Maqbool

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PROFESSIONAL SUMMARY

Finance professional with over a year of experience in privately held enterprises. Experienced with preparing and maintaining financial records, human resource management and administration. Knowledge of various financial concepts such as risk tolerance, corporate finance and analysis.

PROFESSIONAL EXPERIENCE

HORIZON GULF ELECTROMECHANICAL LLC (FAB GROUP) Dubai, UAE
Intern September 2019 – March 2020

- Process Journal Entries and perform accounting corrections to ensure accurate records
- Help with accounts receivable management
- Maintained purchase and sales registers.
- Gather payroll data like leaves, working hours.
- Prepare HR-related reports as needed

HORIZON GULF ELECTROMECHANICAL LLC (FAB GROUP) Dubai, UAE
Intern December 2017 – August 2018

- Prepared and maintained accounting information using ERP software.
- Preparations of Purchase Orders
- Update internal databases with new employee information, including contact details and employment forms

FARHAN KHALIQ FOODSTUFF TRADING LLC Dubai, UAE
Assistant Accountant April 2017 – August 2017

- Maintained day-to-day sales reports.
- Prepared financial statements monthly and communicated with the head of the department.
- Handled petty cash.

VOLUNTEERING

DUBAI INTERNATIONAL AIRPORT
Ground Staff Support

SHEIKH RASHID PORT
Ground Staff Support

ETHIHAD EVENTS
Supervisor

EDUCATION

UNIVERSITY OF THE WEST OF SCOTLAND

2017 – 2020

Bachelor of Arts, International Business and Finance

- Graduated with Honors
- Capstone Project: Impact of COVID-19 on Foodstuff Trading in UAE
- Completed 9 papers of ACCA

NEW INDIAN MODEL SCHOOL DUBAI

2015 – 2017

High School Diploma, Commerce

Graduated with 80 percent grade

CERTIFICATIONS

- Tally ERP
- MS Office 2013
- EResource
- Oracle ERP
- Hysis

CORE COMPETENCIES

- Financial Analysis
- Budgeting
- Business Planning
- Financial Reporting
- Depreciation
- Strategic Planning
- Financial Modeling
- Month-end close
- Managerial Accounting
- Purchase Order
- Communication
- Time Management

LANGUAGES AND INTERESTS

Languages: Fluent Arabic, English, Hindi, Malayalam, Tamil and Telugu.

Interests: Gaming, Football and Movies.