



## MOHAMMED NIZAR P M

ACCOUNTANT & FINANCE PROFESSIONAL

### CONTACT

Mob: 0568108247

Email: nizarmohammedpm@gmail.com

Location : DUBAI,UAE

### PERSONAL DETAILS

Sex : Male  
Marital Status : Single  
Date of Birth : 01-11-1999  
Nationality : Indian  
Passport No. : R7360206  
Visa status : Visit visa

### LANGUAGES

ENGLISH  
HINDI  
MALAYALAM  
ARABIC (Read & Write)  
TAMIL (Speak)

### CAREER OBJECTIVE

To obtain a challenging position in forward looking companies for utilizing my skills and abilities that offers professional growth while being resourceful, innovative and flexible. I want to be creative, learning and contributing towards the success of the company.

### WORK EXPERIENCE

#### ACCOUNTANT

##### AZIYAN TRADING PRIVATE LIMITED

Thrissur, Kerala.

2 Years (Oct 2020 to Oct 2022)

- Operating computers programmed with accounting software to record, store, and analyze information. Prepare and process payroll information. Classify, record, and summarize numerical and financial data to compile and keep financial records, using journals and ledgers or computers.
- Analyses and reconciles the general ledger and subsidiary ledgers. Preparation of cash disbursement book. Updating balances of Account Receivable & Account Payables.
- Receive, record, and bank cash, checks , vouchers, Preparation and reporting of GST .
- Issuing bills, receipts and invoices.

### EDUCATION

- Bachelor of Business Administration - Calicut University  
Lement College of Advanced Studies, Pattambi.  
2018-2021

### SKILLS & CERTIFICATION

- Accounting software's – SAP, Tally , EXCEL, ZOHO BOOKS
- Completed 3 month course in 'Master in Finance and Accounting'
- SAP programme – FI/CO (Finance and Control)
- Tally accounting with GST
- Tally with MS EXCEL

### CURRICULAR PROJECT

Project: Problems Faced by the Earthen Potters of Ponnani Municipality.

### DECLARATION

I hereby solemnly declare that the above-furnished particulars are true to the best of my knowledge and belief.

MOHAMMED NIZAR P M