

CURRICULUM VITAE

MOHAMMED FAZIL

Mobile: +971502539100

Email: ammohammedfazil@gmail.com

Address: Al sufouh, Jumeirah, Dubai-76222

Availability: Can Join Immediately



Career Objective

Desirous of working in an organization which will enable me to utilize my professional skills acquired over 6 years of experience and provide adequate opportunity for career development and contribute towards the success of the organization by my sincere efforts.

Key Strengths

- Ambitious and Adaptive.
- Loyal towards work.
- Self-Motivated and Hard working.
- Positive Mindset.
- Well verse in compiling and presenting reports, budgets, business plans, commentaries and financial statements.
- Strong in analyzing accounts and business plans.
- Team Working and Interpersonal Skills.
- Time Management and Multitasking ability.
- Strategic Planning Skills.

Academic Qualification

QUALIFICATION	INSTITUTE / UNIVERSITY	YEAR
Master of Commerce	Annamalai University	2020
CA Final-Group II	Institute of Chartered Accountants of India	2019
CA Intermediate	Institute of Chartered Accountants of India	2017
Bachelor of Commerce	University of Madras	2016
Higher Secondary Education	CBSE	2012

Computer Skills

- Proficiency in MS-Office – Particularly in Excel, Word and PowerPoint.
- Proficiency in ERP Software such as TALLY ERP-9 and Custom made Softwares.
- Completed 200 hours of IT Training Programme from Institute of Chartered Accountants of India
- Accustomed to work in a fully computerized environment.

Professional Experience

- Assistant Manager Finance at **Agilecrew Information Technology Software and Service, Calicut, Kerala, India** from August 2019 to October 2020
 - Overseeing the preparation and maintenance of books of accounts, Accounts Receivable, Accounts Payable of all the daily accounting transactions done by the accounting team
 - Ensuring timely compliances under various statutory laws & regulations like Income Tax Act, GST Act, VAT laws and Forex
 - Preparation of Budgets, Cash flow statements and financial planning
 - Financial analysis and communicating with the management regarding the financial position, revenues and expenses
 - Preparation of Monthly MIS report
- **Freelance Auditing, Accounting and Taxation Service** from November 2017 to August 2019
 - Internal Audits of various entities including Genuine International LLC Abu Dhabi and Genuine Motto Hardware Trading LLC Abu Dhabi which helped to come across UAE VAT Compliances, Return Filings and VAT Reconciliation.
 - Maintaining and Preparation of Accounts of Various Entities.
 - Management Consultation including Preparation of Financial Projection Report, Estimations and Other Analysis Reports
 - Tax Filings and Tax Consultation including Income Tax, GST, VAT.
- **Audit Associate at SR Pai & co, Chartered Accountants, Kochi, Kerala, India**, From April 2014 to October 2017.
 - Internal and Statutory Audit of Banks, Corporate enterprises, Manufacturing Concerns, Trading Entities, Shipping and Logistic Companies, Construction Companies and Hospitality Sector including hotels, Resorts and Hospitals.
 - VAT Audit and Income Tax Audit of Various Entities and Ensuring other Tax Compliances.
 - Management Consultancy Services and assisting management for the improvement of internal control.
 - Prepared projected financials, project reports, feasibility study and fund flow statements as per the requirements of the organisations.
 - Preparation and Finalisation of Financial Statements, Audit Reports and other reports

Personal Details

- Date of Birth : 23 September 1993
- Sex : Male
- Nationality : Indian
- Languages known : English, Malayalam and Tamil.

Place : Dubai

(Mohammed Fazil)