


# ***Curriculum Vitae***



**Benson Bensi**

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## **Career Objective: -**

**To work in a reputed organization with further opportunity to learn, grow professionally and excel my career.**

## **Professional Experience: -**

- 1) Ajax Trading & Contracting W.L.L, Doha Qatar: -** Construction work and manpower supply services.

**Tenure:** April 2017 - May 2018 worked as **Accounts Assistant.**

### **Duties & Responsibilities**

- Preparation of cash book and inventory management.
- Preparation of bank reconciliation statements
- Summarizes current financial status by collecting information; preparing balance sheet, Profit & loss statement, and other reports.
- Verify accounts payable & receivables, Exposure to VAT & Indirect tax.

- 2) Triple A Motors YAMAHA. Kerala, India: - Franchise of Yamaha (Motorcycle dealer)**

**Tenure:** August 2020 to 2021 August worked as **Accounts Analyst.**

### **Duties & Responsibilities**

- Analyzing current & past financial performance for preparing reports
- Evaluating current capital expenditures and depreciation of assets
- Making strategic decisions to create budget forecast by analyzing market Conditions.
- Calculating taxes owed and preparing tax return documents.
- Prepare quotation and LPO to the suppliers.

**Profession Qualification: -**

- Master of Commerce (M Com), Mahatma Gandhi University, Kerala, India.
- Bachelor of Commerce (B Com) Kerala University, Kerala, India.

**Computer Proficiency: -**

- Tally
- ERP
- Tiffany
- MS Word, Excel & PowerPoint
- Quick Books & Peachtree

**Skills: -**

Good written and speaking communication skill in English.

**Personal Particulars: -**

Nationality:	Indian
DOB:	4 <sup>th</sup> March 1997
Marital Status:	Single
Languages Known:	English, Malayalam, Hindi & Tamil
Driving License:	Qatar & India
Passport No:	N5182699
Visa:	Visit visa – [10/9/2021 – 10/12/2021]