

# NIKHIL PP



## PROFESSIONAL SUMMARY

Innovative person bringing strong technical accounting skills, excellent research and financial analysis abilities, in-depth management reporting, developing and implementing financial systems and controls, budgeting and forecasting, internal and external auditing procedures and regulatory compliance including complete TAX consultancy.

## WORK HISTORY

ACCOUNTANT

02/2020 to Current

### AL HADI SPICES

- Umm Al Quwain, United Arab Emirates

- Preparation & finalization of books of accounts.
- Completing monthly accounting tasks including tracking funds preparing deposits and reconciling accounts
- Complete VAT Calculating and Filing
- Preparation of various reports as per Management requirements.
- Customer Invoicing (AR)
- Booking supplier invoice, Supplier reconciliation and Payments (AP)
- Cooperated with senior leaders to create operating budget and initiate financial planning.
- Handling day to day petty cash/banking operations
- Bank reconciliation on daily basis & monitoring unreconciling entries.
- Taking all store Inventories at the month end
- Follow up with debtors and collections.
- WPS Salary preparation
- Managing Entire Administration work.

TAX ACCOUNTANT

- 02/2018 to 02/2020

### BRILLIANT TAX CONSULTANT – Abu Dhabi, United Arab Emirates

- Dealing with VAT Implementation and VAT registration for various companies.
- Sound knowledge of UAE VAT.
- Preparation & finalization of books of account for various organization.
- Preparation and submission of various reports as per requirements.
- VAT Filing of Private companies, Partnership firms, etc.
- Verifying and ensuring financial statements comply with applicable financial reporting framework.
- Reconciliation of Accounts Receivables and Accounts Payables
- Tax Audit of Private companies, Partnership firms, Proprietary concerns, etc
- Attending client meetings regarding Bookkeeping and VAT Return Filing

## CONTACT

**Address:** UMM AL QUWAIN

**Phone:** +971588585613

**Email:** nikhilmax51@gmail.com

## FINANCIAL SKILLS

- Strategic planning
- Budgeting
- Problem solving skills
- Business analysis
- Negotiation
- Finance management
- Data collection and analysis

## ACCOUNTANT SKILLS

- Accounting Automation
- Cash flow/ Fund Flow
- Accounts Finalization
- Financial Analysis
- MIS Reporting.
- HR Management
- Payroll

## UAE VAT

- VAT Refund Process.
- Reconsideration
- All other VAT Compliance.
- VAT Registrations and de registration.

## SOFTWARE/IT

- Quick books
- Tally
- TRIOS
- August Technologies
- Microsoft Office

**ACCOUNTANT****- 2016 to 2018****EUROPEAN GULF INTERNATIONAL LLC – DUBAI, UAE**

- Fund management and payment forecasts on a daily basis.
- Reconciliation of Accounts Receivables and Accounts Payables.
- Handling Preparation & finalization of books of account.
- Daily bank related works
- Inventory Control.
- WPS Salary preparation.

**ACCOUNTANT****- 2014 to 2016****WOODMAX INTERIOS – KERALA ,INDIA**

- Fund management and payment forecasts on a daily basis.
- Prompt and accurate recording of supplier's invoices and processing payments as per guidelines.
- Cash flow analysis and presentation on a weekly basis.
- Reconciliation of Third party accounts Customers, Suppliers, Financial Institutions, etc.
- Prepare month - end Closing Report.
- Monitoring and management of Inter group transactions.

**ACCOUNTING ASSISTANT****- 2012 to 2014****NUMRIC ACCOUNTS & TAX PRACTICTIONS,**

Kerala, India

- Responsible for finalization and reporting of Statutory Audits of various entities.
- Preparation and submission of various reports as per requirements.
- Internal audit and Special Audits of various Industries.
- Tax Audit of Private companies, Partnership firms, Proprietary concerns, etc.
- Preparation & finalization of books of account for various organizations.
- Reconciliation of Accounts Receivables and Accounts Payables.
- Filing of various Statutory returns at respective due dates for various establishments.
- Handled other audits like Stock audits, Compliance audit etc. for various establishment in diversified sectors.
- Budgeting.

**DECLARATION:**

I hereby declare that the information furnished above is true to the best of my knowledge and Belief.

Place: Umm Al Quwain

Date:

NIKHIL PP

**EDUCATION****Master in Commerce (M Com) - 2014****Madurai Kamaraj University , India****Bachelor in Commerce (B-Com), 2012****Kannur University - Kerala, India**

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