



MUHSIN SHARAFUDEEN

SENIOR ACCOUNT

+971523442361

muhsinmarhaba786@gmail.com

Sharjah, United Arab Emirates

Birth Date

02/02/1994

Nationality

Indian

SKILLS

• Ability To Reflect On One's Owns Work As Well As The Wider Consequences Of Financial Decisions.

• Organizational Skills And Ability To Manage Deadlines.

• Team Working Ability.

• Communication And Interpersonal Skills.

• Proficiency In IT.

LANGUAGES

ENGLISH

HINDI

MALAYALAM

PROFILE

Personable and proactive assistant manager offering 6 month experience in busy office environments. Energetic, reliable, and focused on results. Dead-line oriented with proficiency in numerous programs and diverse business environments.

EDUCATION

COMPUTER SCIENCE ENGINEERING, University of Kerala

kollam | 2012 July - 2016 April

EMPLOYMENT HISTORY

Senior Accountant, AMIN OPTICAL GROUP

2019 October - Present

- Analyzing the revenue and expenditure of a business.
- Conducting financial investigations and audits, and preparing reports.
- Reporting to managers, directors or shareholders about the financial health of a business.
- Providing advice to businesses on taxation, mergers, purchases, insolvency and financing.
- Developing budget and accounting policies.
- Liaising with external auditors.
- Chq preparation.
- Preparing profit and loss statements, monthly closing and cost accounting reports.
- Resolving accounting discrepancies.
- Ensuring company policies are followed.
- Optimizing profits by controlling costs.
- Resolving customer issues to their overall satisfaction.
- Overseeing retail inventory.
- Assisting customers whenever necessary.
- Motivating employees and ensuring a focus on the business.

Accountant, AMIN OPTICAL GROUP

2018 October - 2019 September

- Analyzing the revenue and expenditure of a business.
- Conducting financial investigations and audits, and preparing reports.

- Reporting to managers, directors or shareholders about the financial health of a business.
- Providing advice to businesses on taxation, mergers, purchases, insolvency and financing.
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INTERNSHIPS

ASSISTANT ACCOUNTANT, MARHABAB FURNITURE MART

INDIA | 2016 June - 2018 August

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- Chq preparation.
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