



# YASAR ARAFATH A.T

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Dubai, United Arab Emirates

## PERSONAL DETAILS

Date of Birth: 26/12/1996  
Sex: Male  
Nationality: Indian  
Marital Status: Single  
Father Name: Muhammad Ali.AT

## PASSPORT DETAILS

Passport number : T0206970  
Visa Status : Visit Visa  
Visa Expiry : 10/01/2022

Address : Aadhila Mahal , Mangat  
Kambili Paramb , Kozhikode , Kerala.

## TECHNICAL SKILLS

- Tally ERP 9
- MS Excel
- MS word
- SAP
- Peachtree
- Tax Return Filling
- Data Entry

## LANGUAGES KNOWN

- English (Read,Write,Speak)
- Malayalam (Read, Write,Speak)
- Hindi (Read & Write )
- Arabic (Read & Write )

## CAREER OBJECTIVE

Seeking for a suitable position in Accounting or Admin Department of an organization. Looking for a challenging career in a good firm to utilize my strength, caliber and technical skills to contribute to the advancement and growth of the particular organization. In addition to get and provide me a scope to learn, enhance and demonstrate my skills thereby to improve myself.

## WORK EXPERIENCE

OTSEN TECHNOLOGIES PVT LTD | Account Executive – Mar2021–Aug 2021

- Bank Reconciliation
- Create weekly financial reports

HILITE BUILDERS PVT LTD | Junior Accountant – Apr 2019 – Jan 2021

- Process journal entries and perform accounting correction to ensure.
- Performed daily bank reconciliation.
- Maintain accounting ledgers by verifying and posting account.
- Process accounts payable and receivable, prepared accounting reports.
- Process all payments and apply against invoices

ACCOUNTANTS SERVICE SOCEITY | Trainee Accountant–May2018 – Feb19

- General ledger entry and maintenance.
- Data entry.
- Performed data processing in MS Excel.

## ACADEMIC DETAILS & CERTIFICATION

- **BACHELOR OF COMMERCE (BCOM)**  
Calicut University / Calicut / 2018
- **DIPLOMA IN PROFESSIONAL ACCOUNTING**  
E++ Solution / Calicut / 2019
- **PLUS TWO**  
Kerala Board of Higher Secondary Examination / 2015
- **SSLC**  
Kerala Board of Public Examination / 2013