



RAHUL P R

WORK EXPERIENCE:

- **Company :- ETTATH NIDHI**
Position:- Accountant

Duties and Responsibilities:

- ❖ Preparation of monthly financial statements
- ❖ Maintenance of Books.
- ❖ Maintenance of cash book
- ❖ Bank reconciliation.
- ❖ Accounts receivable and payable.
- ❖ Substantiate financial transactions by auditing documents.

- **Company:- KARALAM Co-operative Bank**
(Kerala, India)
Position:- Accounts Trainee

Duties and Responsibilities:

- ❖ Preparation of monthly financial statements.
- ❖ Maintenance of Books.
- ❖ Bank reconciliation.
- ❖ Maintenance of cash book
- ❖ Accounts receivable and payable.
- ❖ Substantiate financial transactions by auditing documents.

- **Science Academy (Kerala ,India)**
Position:- Teaching Faculty (Accountancy)

- **Cerebro Academy(Kerala ,India)**
Position:-Teaching Faculty (Accountancy)

- **Accountants Academy, Thrissur (Kerala ,India)**
Position:-Teaching Faculty (Computerised Accountancy)

Objective

Looking for a career in whereby the past experience can be brought into effective use and looking forward to an exciting and challenging career.

E-mail: rahulporathissery@gmail.com

Mob: +971 589095633

Personal Details

Nationality - Indian
Date of Birth – 22/03/1997
Gender - Male
Marital Status - Single
Religion - Hindu

Languages Known:

- English
- Hindi
- Malayalam

Passport No –U6394598

Place of Issue - Cochin

Date of Issue – 22/01/2020

Date of Expiry- 21/01/2030

ACADEMIC BACKGROUND

- ❖ B.Com Finance – Calicut University (Degree)
Tharananellur Arts & Science College,
Irinjalakuda (2015-19).
- ❖ Plus Two - State Board of Kerala
Kattoor GHSS (2013-2015)
- ❖ SSLC - State Board of Kerala
National HSS Irinalakuda (2013)

ADDITIONAL CERTIFICATION

- ❖ Has passed the international diploma in computerized Accounting and Finance
- ❖ Working knowledge in Tally.ERP9
- ❖ MS Office Proficiency (MS Word, PowerPoint, Excel).
- ❖ Diploma in GULF VAT
- ❖ Diploma Peachtree

SKILLS

- ❖ Good communication skills.
- ❖ Excellent leadership qualities.
- ❖ Good presentation skills.

Extra –Curricular Activities and Achievements

- ❖ Represented Tharananellur Arts and Science College in D Zone
- ❖ NCC – B grade

DECLARATION

I hereby declare that the statement mentioned above is true and correct to the best of my knowledge and belief.

RAHUL P R