

MAHABOOB PEERA KADAPA

Mobile no.: +971569554703

Email: mahaboobpeera54@gmail.com



PROFESSIONAL PROFILE

Accurate and performance driven senior associate with an extensive experience in being in charge of all the assignment of preparing management financial reports, statutory audit report and internal audit reports.

Effective communicator with great time management skills and well-developed analytical abilities.

Having in depth knowledge in UAE Value Added Tax (VAT) laws with an experience of dealing with VAT returns for the larger Tax Group with almost 46 Companies under single TRN and numerous individual Companies,

Seeking to leverage leadership in financial reporting and Tax compliances expertise with senior position with responsibilities and challenges where I can get the opportunities to prove my abilities by accepting challenges, fulfilling the organizational goal.

CORE SKILLS

- Detail-oriented, efficient and organized professional with extensive experience in accounting systems.
- Possess strong analytical and problem-solving skills, with the ability to make well thought out decisions.
- Hands-on experience in statutory audit of an UAE based Company.
- Hands-on experience in Consolidation audit of an UAE based Company.
- Hands-on experience in reviewing books of accounts, balance sheet and profit & loss accounts at unit level and ensuring integrity of all the reported financial statement.
- Hands-on experience in reviewing the internal controls of an organization.

CAREER SUMMARY

- Working as Senior Associate in “**Catapult Accounting and Bookkeeping LLC**” in Dubai, UAE since January 2018.

Role and Responsibilities:

- ❖ Engaged in VAT related seminars for the industries like insurance, passenger transport, healthcare, trading of all types of products, exports and imports etc.,

- ❖ Engaged in preparing and finalization of VAT returns of various individual TRN and Group TRN in monthly and quarterly tax returns.
- ❖ Engaged in VAT refund assignments for various UAE Nationals and individual and Group TRN.
- ❖ Engaged in VAT registrations for both Group TRN and Individual TRN.
- ❖ Engaged in Consolidation of various corporate Companies at Group level and Individual level.
- ❖ Engaged in statutory audit assignments of various Companies governed by UAE
- ❖ Engaged in statutory audit assignments of Companies governed by JAFZA, DIFC, DMCC, Media City Free-zone, RAKEZ etc.,
- ❖ Engaged in reviewing books of accounts, balance sheet and profit & loss accounts at unit level and ensuring integrity of all the reported financial statement.
- ❖ Engaged in internal audit assignments of various Companies related trading, hotel and restaurant business.
- ❖ Engaged in various assignments for corporate Companies in UAE and outside UAE in relation to IFRS 16 – “Leases”.
- ❖ Engaged in financial accounting, account reconciliation and bookkeeping assignments of SMEs like restaurants, supermarkets, construction companies etc.,
- ❖ Engaged in finalization of financial accounts in all the industries.
- ❖ Engaged in inventory management and reconciliation assignments.
- ❖ Engaged in ESR compliance assignments for various Companies.
- ❖ Engaged in UBO registration assignments for various Companies.

- Worked as an Accounts assistant in “**Arun and Karthik Consulting Services LLP**” in Chennai, INDIA from July 2017 to January 2018.

Role and Responsibilities:

- ❖ Engaged in GST registrations.
- ❖ Engaged in preparing and filing of GST Returns.
- ❖ Engaged in preparing and filing of Income tax Returns and Tax Audit Reports.
- ❖ Engaged in Concurrent Audits of the Bank of India.

EDUCATIONAL QUALIFICATION

- Bachelor of Commerce with honours of First Class.
- Intermediate (+2) – 95%
- SSC – GPA 9.2

TRAINING UNDERTAKEN

- Completed 60 hours of training in Advanced Accounting with securing grade A++ Excellent.
- Completed training in “Financial Management” from London International Studies and research center.
- Completed 100 hours of ITT and orientation program conducted by Institute of Chartered Accountants of INDIA.
- **Adroit at learning new concepts quickly and work under pressure.**

TECHNICAL KNOWLEDGE

- Hands on Experience with Office packages like MSOFFICE
- Working knowledge in accounting software like Tally ERP9, Tally Prime, Xero, Focal

STRENGTHS

- Expert in Accounts and Finance
- Strong Analytical Thinking
- Hardworking nature and positive attitude
- Goal Oriented

PERSONAL PROFILE

Date of birth	16 June 1997
Marital Status	Married
Nationality	Indian
Languages known	English, Hindi, Telugu and Tamil
Address	Avualreddygaripalle, Nooliveedu, YSR District, Andhra Pradesh, India. Pin: 516267