



SUHAIB M A

ACCOUNTANT

ABOUT

I'm an accountant with over four years of experience in management of accounting and finance operations in computerized environment, preparation of financial reports and cash management. Rich exposure of performing assigned job with minimum supervision.

PERSONAL DATA

DOB : 29/03/1993
Gender : Male
Nationality : Indian
Marital Status : Single
Passport no. : N4193657
Validity : 05/11/2025
Visit Visa Validity till : 26-04-2022
Languages known : English, Hindi & Malayalam

CONTACT

Mob no: +971 547422107
Mail id : suhaibma3@gmail.com

PROFESSIONAL SKILLS

Profit and loss account preparation.
Bank reconciliation.
Accounts payable and receivable
Handling petty cash.
Stock valuation.
Preparation of expense reports.
Preparation of monthly inventory.

PERSONAL SKILLS

Well organized.
Self-motivated.
Good interpersonal skills.
Willingness to learn and understand new technical trends and concepts.
Ability to put an extra effort when called for.

WORK EXPERIENCE

ACCOUNTS AUDITOR

Under S TAX ACADEMY | February 2019 - December 2021

ACCOUNTS AUDITOR

Under a Chartered Accountant at Palakkad | December 2017 - December 2018

ACCOUNTANT

Best Hardware | May 2015- June 2017

TECHNICAL EXPERIENCE

Expert in Microsoft excel, word and PowerPoint.
Financial accounting Manual accounting
Tally ERP 9
QuickBooks
Peachtree

EDUCATION

MASTER OF BUSINESS ADMINISTRATION

ACE College, Palakkad

BACHELOR OF BUSINESS ADMINISTRATION

THUJAN EZHUTHACHAN College, Nenmmara

HIGHER SECONDARY EDUCATION

KCP HSS, Kavassery

DECLARATION

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