

Mohammed Anas J

1113/23, Indra Nagar,
Thathamangalam, chittur P.O,
Palakkad 678102
Kerala, India
Contact: +918921673921
Email: mohammed.anaz0014@gmail.com



PROFESSIONAL SUMMARY

Highly-motivated, deadline-committed, goal-driven accountant with over 4+ years of experience. Proven track record of excellence. Some of my core skills include taxation, regulatory compliance, budgeting and forecasting. Supervised internal and external audit. Through my experience I become what I am

EDUCATION

Bachelor of Commerce, Finance

School of distance education Bharathiyar University Coimbatore, Tamil Nadu	[2015-2018 batch] CGPA – 7.0
--	---------------------------------

Foundation Programme, ICSI

The Institute of company secretaries of India Company secretaries, Regional chapter Chennai, Tamil Nadu	[2015-2016 batch] CGPA – 7.2
---	---------------------------------

Higher Secondary, Commerce – 12th

Govt. Higher Secondary School Chittur, Palakkad	[2014 –2015 batch] Marks - 90%
--	-----------------------------------

Intermediate – 10th

Govt. High School Thathamangalam, Palakkad	[2013 – batch] Marks - 83%
---	-------------------------------

WORK EXPERIENCE

❖ **Accounts Head**

October 2020- November 2021

Pinnacle Nissan Motor Works Pvt. Ltd. - Nissan Dealership
Palakkad, Kerala

❖ **Accountant**

July 2019–August 2020

AL nawa Hypermarket
Oman

❖ **Senior Accountant**

September 2016– May 2019

M.B tex- Wholesale shop
Palakkad, Kerala

❖ **Accounts and Audit Trainee**

July 2016– August 2016

Gopimohan satheesan associates
Ernakulum, Kerala

PROFESSIONAL RESPONSIBILITIES

- Manage all accounting transactions.
- Prepare budget forecasts.
- Publish financial statements in time.
- Handle monthly, quarterly and annual closings.
- Reconcile accounts payable and receivable.
- Ensure timely bank payments.
- Compute taxes and prepare tax returns.
- Manage balance sheets and profit/loss statements.
- Report on the company's financial health and liquidity
- Audit financial transactions and documents
- Reinforce financial data confidentiality and conduct database backups when necessary
- Comply with financial policies and regulations

EXECUTIVE SUMMARY

- Work experience as an Accountant
- Excellent knowledge of accounting regulations and procedures, including the (GAAP)
- Hands-on experience with accounting software like iTRADE and TALLY
- Experience with general ledger functions
- Strong attention to detail and good analytical skills
- BCOM in Accounting, Finance or relevant degree
- Analyze Management informative system (MIS) and financial information
- Prepare financial reports to determine
- Maintain record of assets, liabilities, profit and loss, tax liability,
- Additional certification (CS) is a plus.

ADDITIONAL SKILLS

- Excellent customer service skills
- Management informative system (MIS)
- Nissan SIEBAL PORTAL
- Positive attitude and exceptional interpersonal skills
- Ability to work unsupervised and manage own tasks
- Well-honed computer skills
- Hardware / Platforms – WindowsXP, Windows 10, Win7
- MS office , excel, PowerPoint,
- Tally erp prime, itrade,
- Internet knowledge
- Photoshop, Light room

LANGUAGES

Malayalam – read, write, speak
English – read, write, and speak
Arabic – read, and speak
Hindi – read, and speak
Tamil – speak

PERSONAL PROFILE

DOB	- 20 th September 1997
Father's Name	-Jaleel
Mother's Name	-shar banu
Gender	- Male
Marital Status	- Married
Nationality	- Indian
Passport Number	- R7338532

Declaration -

The above furnished information is true to my knowledge and belief and can be supported by relevant documents as required.

Place – Palakkad

MOHAMMED ANAS J