

#### SHAHUL HAMEED KT

To seeking a position of an Accountant in a forward looking company to utilize my skills and abilities that offers professional growth while being resourceful, innovative and flexible towards the success of the company

+971 543136586

**Shahulkodumunda@gmail.com** 



#### **PVN Builders Pvt Ltd**

PVN Builders Pvt Ltd is one of the best construction company in Kerala.

### **Accountant (May 2018 - Apr 2019)**

- Maintained accounts of company
- o Managed cash, petty cash and bank transactions
- Handled accounts receivables and payables
- Prepared final accounts of the company
- Handled tax affairs and e-filing of tax returns

### Hary & Associates

Hary & Associates is one of the best Chartered Accountant firm in Kerala.

### **Auditing Assistant (Jan 2017 - Dec 2017)**

- Maintained accounts of all types of business organization
- o Participated bank audit
- Prepared final accounts
- Handled tax affairs and e-filing of tax returns
- Managed cash and bank transactions

# □ Computer Skills

#### Office Automation tools

- MS Excel
- MS Word
- MS PowerPoint

#### Software

- Tally
- **Quick Books**
- Sage 50
- SAP (Business One)

# **E** Languages Known

### Speak

English \*\*\*

Malayalam ★★★★

Tamil \*\*\*

### Read & Write

English \*\*\*\*

Malayalam ★★★★

Hindi \*\*\*

\*\*\*\* Arabic



2019 - MBA (Finance)

Awaiting result from Bharathiar University, Tamil Nadu, India.

**2017** - **B.** Com (Finance)

From Calicut University, Kerala, India with an aggregate mark of 60%

**2013** - Plus Two

From Kerala Board of Secondary Education, Kerala, India with an aggregate mark of 60%

2011 - SSLC

From Kerala Board of Public Examination, Kerala, India with an aggregate mark of 60%

## **Technical Credentials**

- PG diploma in Indian & Foreign accounting (PGDIFA)
- Specialized in Tally ERP 9.0, MS Office, Sage 50 & Quick Books
- Knowledge in SAP (Business One) & GST & Gulf VAT in Tally ERP 9.0
- Knowledge in Computer Fundamentals, Windows

## 8 Achievements

• Was a member of Lement Collage sports day runner up football team

## **Y** Personal Skills

- Total more than 2-year experience as an active member in the field of Accounts.
- Presentation and Public speaking skills.
- Dedicated, Team player & Result Oriented.
- Proficient in all types of computerized accounting softwares and data entry works.
- Good communication and correspondence skills in English.
- Interpersonal skills with the ability to work in multicultural environment.
- Ability to work efficiently & effectively in a confidential work environment and rapid to acquire knowledge.

## Personal details

**Date of Birth** : 17<sup>th</sup> July 1995

**Nationality** : Indian

Marital Status : Unmarried

**Passport Details** : N 3564574

(Cochin, Kerala, India)

Visa expiry date : 31st December 2020

# **Q** Permanent Address

Kunnathodi House

Perumudiyour (PO) Pattambi

Palakkad, Kerala

India

Pin Code : 679 303

#### Declaration

I hereby declare that all the information furnished above is factually correct and true to the best of my knowledge and belief.

SHAHUL HAMEED K.T