


RISHAD V R

(Mobile) +971-543255801

Email-rishadvr333@gmail.com

PERSONAL DETAILS		
Apply for	Accountant	
Given Names	Rishad VR	
Father Name	Rasheed	
Date of Birth	27/03/1998	
Nationality	Indian	
Marital Status	Single	
Region	Muslim	
Passport Number	V4333532	
Expiry date	14.11.2031	
Place of issued	Kozhikode	

CONTACT ADDRESS			
Establishment	Varikkodan(H) , Perikkalloor (PO) India , Wayanad		
Current Position	Accountant		
Department	Finance and Accounts Department		
Address	Varikkodan(H) , Perikkalloor (PO) India , Wayanad	Mobile	+971-543255801
PO Box	673579	Personal mail	rishadvr333@gmail.com
City	Wayanad		
Country	India		

AVAILABILITY AND PREFERENCES			
Available within:	Immediately		
Preferred position	Accountant		
Country	UAE, Abu Dhabi	Visa Status	Visit visa

PROFESSIONAL EXPERIENCE			
From	02/04/2021	Establishment	Shobhika Wedding Mall
To	28/09/2021	City	Calicut , Kerala
Position	Accountant	Country	India

From	03/10/2021	Establishment	Chemmannur International Jewellery Group
To	30/06/2022	City	Wayanad, Kerala
Position	Accountant	Country	India

RESPONSIBILITIES

- Tally ERP
- Tally Integration
- Entering and Altering Entries in Tally ERP
- Maintain Stock Registers
- Checking and entering expense vouchers
- Cash Checking and Verification
- Preparing GST Inward reports
- Preparing GST Outward reports
- Maintain TDS report
- Accurate Day Closing
- EPF Filing and Verification
- ESI Filing and Verification
- WPS Checking and Verification

EDUCATIONAL QUALIFICATION

- **MCOM Finance** – Kannur University , Kannur, Kerala
- **BCOM Computer Applications** – Kannur University ,Wayanad ,Kerala
- **Research About ` Managing The Company Of Future`** – London University (online cirtified course)
- **Research About ` Market Research and Consumer Behaviour`** – IE Business Of School Spain(online cirtified course)
- **Commerce** in Higher Secondary Education – Wayanad , Kerala
- **S S L C** Education –. Wayanad , Kerala

COMPUTER KNOWLEDGE

- Microsoft Excel
- Microsoft Spreadsheet
- Micosoft Word Document
- Tally ERP Software

LANGUAGES		Well	Fluent	Fair
First language	English	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Malayalam	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Arabic	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	Hindi	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Intrests and Hobbies				
<ul style="list-style-type: none">• Reading• Writings• Cricket• Football• Volleyball• Listening				

REFERENCE CONTACTS			
Name:	Unais Mubarak	Name:	Vishnu K K
Position:	Accounts Manager	Position:	Accounts Head
Company:	Chemmannur international Group	Company:	Shobhika Wedding Groups
Tel No:	+919946036445	Tel No:	+919633072095

I Herby Declare that above statements are true and correct to the best of my knowledge and belief

Place : Abudhabi

RISHAD VR