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Natha Manzil Halwa Bazar Calicut Kerala - 673001



OBJECTIVE

To work for an organization where I can explore my knowledge for the development of organization, as an active member of a dynamic team while developing my skills yet further in emerging fields.

EDUCATION

Madras University

2013 to 2016

Bachelor Degree

The Institute of Chartered Accountants of India

2009 to 2010

CPT

The Institute of Chartered Accountants of India

2009 to 2010

Board of Higher Secondary

2006 to 2008

Pre Degree

PERSONAL DETAILS

Date of Birth : 08/11/1987

Marital Status: Married Nationality : Indian

REFERENCE

George Mathai - "George Mathai Nooranal & Co."

Chartered Accountant gmnooranal@gmail.com +91 9847327409

Bajeel Najdulla - "Apexion Dental Products and Services"

Managing Partner bajeel@apexiondental.com +91 9809993733

SKILLS

Accounts and Finance

Tally, MS Office

Internet Applications

EXPERIENCE

Apexion Dental Products and Services

01.12.2013 - 30.11.2018

Chief Accountant

Record of transaction related to sales, purchases, receivables, payables, cash and bank

Reconciliation of bank statements, reconciliation of Creditors and Debtors account

Documentation of Accounting records.

Deals with tax matters like income tax, GST, KVAT, TDS, etc.

Finalizations of Accounts

George Mathai Nooranal & Co.

06.02.2009 - 21.10.2013

Audit Assistant & Articled clerk

Audit of Banks, Companies, Trading Concerns, Construction Companies, Charitable institutions,

Preparation and submission of various statements like fund flow statement, cash flow statement etc. to Bankers on monthly/yearly basis or as required by them

Supervision of Accounts.

Consolidation of branch accounts for preparation of final statements.

Finalizations of year end financial statements.

Reconciliation of bank statements

Documentation of Accounting records.

LANGUAGE

English

Malayalam

INTERESTS

Sports