MOHD AHMAD

Accountant

Currently having 06 years of accounting experience in multiple sectors viz. General Trading, Manpower and Gold Trading. Under direction, performs a variety of an accounting duties involved in accountant preparing, maintaining, analyzing, verifying & reconciling complex financial transaction, statement, records & reports; maintains accuracy of the ledger & subsidiary financial systems; the preparation of payrolls, audits year and closing.



2021-04 -Current

Accountant

Oltin House Gold Trading LLC (Dubai, UAE)

- Compliance tasks: fill all the important documents that are required such as KYC and account opening form
- Monitoring Day to day financial accounting in multi-currency functions by maintaining accurate financial data in accounting systems
- Calculation of **ROI**, **IRR**, **gold rate** as per online market rates based on purity
- Client's invoicing, general ledger, Payroll & WPS, analysis of P&L, Cash Flow, Balance Sheet, preparation VAT Return and submission of GO AML report to Authorities
- Consolidated financial statement on monthly, quarterly & yearly basis
- Preparation of various other MIS reports
- Tracking payments to internal and external stakeholder
- Handling of **daily cash** in large volume transactions
- Internal Audit finding discrepancies in the system and recommending right course of actions
- Checking effectiveness & efficiency of internal control system
- Statutory Audit vouching and verification of all books of accounts.



Contact

Address

Hind Plaza, Gold Souk, Deira, DUBAI, UAE 124985

Phone +971585854702

E-mail

shaikhahmed510@gmail.co

<u>m</u>

Driving License : 4207652

Dubai Customs Card :

125540

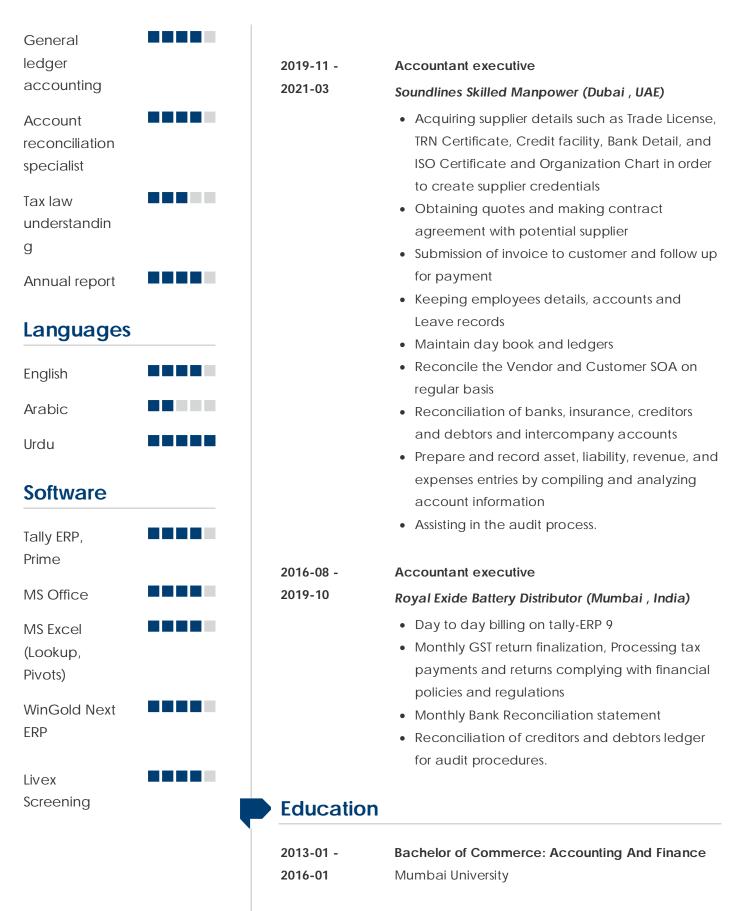
Skills

Financial Accounting



AML





2016-02 -

2016-08

Diploma in Computer Applications, Business Accounting And Multilingual D.T.P. NIELIT Institute 2016

Certificate in Information Technology. MS-CIT Maharashtra State Board

Additional Information

Employment Visa Validity June 2024