



ABDULLA.TM

ACCOUNTANT

## ABOUT ME

To work with a team where my skills and abilities can be translated to meaningful growth, both for the company and myself.

## CONTACT

### Address

Thirumanassheri mannil (H), Oorakam (po)  
Malappuram(dist.), Kerala, Pin 676519

### Phone:

India: + 918310219211

UAE: +971 557025761

### Email:

abduabdulla177@gmail.com

## PERSONAL DETAILS

NATIONALITY: INDIA  
MARITAL STATUS: MARRIED  
DATE OF BIRTH: 23/05/1992  
VISA STATUS: WORK VISA  
PASSPORT NO: R1148700  
PASSPORT EXPIRY: 11/06/2027

## REFERENCE

### FAZIL RAHMAN

Business Partner: **HTCORS ACCOUNTING & BOOKKEEPING**

Phone: +971 502322025

Email: fazilrp@gmail.com

### USMAN .P

Managing Director: **AMEES CLOTHING COMPANY**

Phone: +91 9739049147

Email: usman@ameesclothing.com

## EXPERIENCE

### ACCOUNTS & ADMINISTRATION

2018 - 2020

### HT CORPS ACCOUNTING & BOOKKEEPING (UAE, DUBAI)

UAE VAT Registration, VAT Calculation and Return Filing.  
Consultancy on accounts and UAE VAT.  
Handled over 10 companies accounts.  
Dealing with clients, MIS Report dispatch, invoice preparation and fee collections.

### SENIOR ACCOUNTANT

2015 - 2018

### AMEES CLOTHING COMPANY (INDIA, BANGALORE)

Handling accounts (Tally).  
MIS Reporting.  
In-charge of company main unit.  
Handling bank and cash (Company authorized person to deal with Bank, Payroll management.

### JUNIOR ACCOUNTANT

2014 - 2014  
(4 Months)

### NCMK & ASSOCIATES (INDIA, BANGALORE)

Accounts in MS Excel.  
Entries cash book, sales bill, purchase invoices.  
PF, ESI, PT, VAT, TDS calculation & challan making MIS reporting to senior managers.

## EDUCATION

Annamalai  
University

2017

P.G M.COM

University of Calicut

2014

B.COM

National Institute of  
Electronic &  
information Technology

2014

DFA

Board of Higher Secondary  
Education

2011

HSE

## SKILL

An Enthusiastic Accountant with hands on experience in Accounting areas, Tally, UAE VAT, BRS, Payroll, India's statutory areas, (PF, ESI, PT& TDS).

- Ability to work under pressure and hardworking.
- Good communication and inter personnel skill.
- Good managing and organizing skill.
- Proficient in MS Office.

## LANGUAGE KNOWS

- \* ENGLISH
- \* HINDI
- \* MALAYALAM
- \* KANNADA
- \* TAMIL

## HOBBIES



Music



Swimming



Photography