



ANAND G

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Email:

ganand2@outlook.com

Personal Data

Date of Birth -06.12.1993
Gender -Male
Nationality -Indian
Passport No -N0247745

Permanent Address-

Lakshmi Mandiram
Kaduvayil
Attingal P O
695101
Trivandrum

Languages Known:

English
Hindi
Malayalam

Career Objective

To pursue a challenging and growth-oriented career in an organization that offers opportunities to learn & grow by delivering the results.

Area of Expertise

- Accounting with Tally.ERP 9.
- Good all-around Financial Accounting Knowledge.
- Computer literacy.
- Monthly management of Accounts.

Work Experience

Worked as Accountant in G K & Associates (May 2015 to May 2016)

Worked as Accountant in National Flowers Al-Ain (June 2016 to May 2017)

Worked as Accountant in Travancore Steels (July 2017 to Sep 2021)

- Preparing and analyzing accounting records and financial statements reports
- To assess accuracy and conformance to reporting and procedural standards of the reports
- Compute taxes owed and prepare tax returns, ensuring compliance with payment, reporting, and other tax requirements.
- Studying the reports given by auditors and CA and submitting them to the Management
- Analyze business operations, trends, costs, revenues, financial commitments, and obligations, to project future revenues and expenses or to provide advice.
- Avoiding outstanding expenses and managing the petty cash
- Establishing a table of accounts
- Assigning entries to proper accounts
- Preparing periodic reports to compare budgeted costs to actual costs.
- Using accounting tools wherever necessary
- Handling ledger accounts and keeping the check for any invoices or payments
- Making use of technology to develop, implement, modify, and document recordkeeping and accounting systems
- Preparing forms and manuals for accounting and bookkeeping personnel
- To recommend, develop, and maintain solutions to financial problems of the business.
- Taking care of resource utilization, tax strategies underlying budget forecasts and suggest management the solution
- Provide internal and external auditing services
- Advise clients in areas such as compensation, employee health care benefits, the design of accounting and data processing systems, etc.
- Investigate bankruptcies
- Providing support to the client in front of taxing authorities during litigation involving financial issues.
- Valuation of company assets and liabilities
- Maintaining and examining the records of government agencies.
- Serve as business valuers.

Academics Profile

Master of Commerce

Madurai Kamaraj University

Specialization: Finance

Bachelor of Commerce (Computer Application).

SSV college (Kerala University)

12th Grade

KTCT EMRHSS, (Board of Higher Secondary Examination, Kerala)

10th Grade

GMBHSS, Attingal, Trivandrum (SSLC, KERALA STATE BOARD)

Computer Skills

Tally.ERP9,
MS Office - MS Word, Excel, and PowerPoint.
Zoho Books

Reference

Mr. George Kutty

G. K& Associates

Trida Centre

Medical College (P O)

Thiruvananthapuram – 695011

Ph No: -9847066414, 0471-2442859

G & K Accounting & Bookkeeping

Opp.Dubai Residential Oasis

Building No. 16

Al Qusais, Dubai

United Arab Emirates

Mob: +971552501180

NATIONAL FLOWERS

BinhalmBuilding,

Shop No 21

Opp, Sultan Bakery,

Sanaiya, Alain,

Abu Dhabi, UAE

Mob: - +971549932150

Aseef Khan

Travancore Steels

Near Farmers Bank,

Pothencode (P.O)

Trivandrum-695584

Kerala India

Ph No: -+91 9495311601

Declaration

I hereby declare that the information provided is true to the best of my knowledge.

Date :

ANAND G