



DELMIYA SEBASTIAN

Accountant

CONTACT DETAILS



+971 58 676 3916



delmiyasebastian@gmail.com



Karama
Dubai, United Arab Emirates

PERSONAL DATA

Date of Birth : 08.10.1992

Age : 29

Marital Status : Married

Nationality : Indian

Current location : UAE

Visa Status : 3 month

ABOUT ME

A Highly Capable Accountant who have 7 years of experience in accounting field and proven my skills in different roles in a company. I have a very good people skill and i have trained myself to use those skills to increase the efficiency of the organisation.

EDUCATION

- SAP B1, R3
[IPA, Cochin]
- Tally ERP9
[Tally Acadamy, Todupuzha]
- M.Com Finance
[M.G University]
- B.Com Computer Application
[St. Joseph College Moolamattam]
- Plus Two
[Auxillium Higher Secondary School,
Kattappana]
- S.S.L.C
[St. Jeroms H.S.S Vellayamkudy]

TECHNICAL SKILLS

Tally ERP9

M.S Office

SAP B1

SAP R3

LANGUAGE

English

Malayalam

Tamil

HOBBIES

Cooking, Gardening

Movies, Traveling

EXPERIENCE

● Al Naqaa Medical Supplies L.L.C [Mabella, Oman]

- Worked as Admin cum Accountant
22/1/2020 to 31/08/2021

Book keeping, Store Managing, Invoicing
VAT Filing, Handling Petty Cash and
Tracking Payments

● Al Mawalah Future Projects L.L.C [Mabella, Oman]

- Worked as Admin cum Accountant
01/07/2018 to 31/12/2019

Managing all Accounting Transation,
Ensure timely bank payments,
Handling Monthly, Quarterly & Annual closings,
Reconcile accounts payable and receivable,
Book keeping

● Cyber Prism Limited L.L.C [Kaloor, India]

- Worked as Admin cum Accountant
01/5/2014 to 30/09/2017

Book Keeping and All Accounts

● Geminy Software Solutions (Part Time) [Thodupuzha, India]

- Worked as Accountant
04/08/2014 to 08/09/2015

All accounts and Invoicing

DECLARATION

I hereby declare that the above mentioned information's are the best of my knowledge and belief.
I submit by resume for your kind observation and favorable order.

Date:
Place :

DELMiya SEBASTIAN