

FASIL RN

FINANCIAL ACCOUNTANT



➤ PROFILE

To chart out a career in finance taking full advantage of my specialization in finance and to work with my full efficiency and integrity in long term association with any reputed organization. Excellent opportunities to be involved working on strategic and extremely important projects with high value business impact. Currently looking for a suitable opportunity to join a successful and growing business and to be part of their ongoing and continued success.

➤ PROFESSIONAL EXPERIENCE

ASHRAF &CO

FINANCIAL ACCOUNTANT & AUDITOR (JUNE 2019 to DECEMBER 2021)

- Keep proper record of financial transactions by entering account information into the accounting system.
- Substantiate financial transactions by auditing documents.
- Maintain accounting controls by preparing and recommending policies and procedures.
- Guides consultants & admin staff by coordinating activities and answering their queries.
- Bank Reconciliation & Handling other Accounts Receivables activities.
- Prepares vouchers & payments by verifying invoices and requesting disbursements of the payment.
- Prepare and maintain depreciation and prepayment schedule.
- Prepares financial report i.e., Profit & Loss account, Balance Sheet, and other financial reports as and when needed.
- Manage Fixed Assets, Prepares commission statement & Coordinate in petty cash activities for the company.
- Posting journal entries, updating financial statements, maintaining accounts receivable and accounts payable, and preparing financial reports.
- Monitoring daily communications and answering any queries & Ensuring payments, amounts and records are correct.

- Preparation of corporate tax filings (GST) and assisting with annual corporate tax returns.
- Develop and maintain a documented system of procedures and internal controls to ensure efficient accounting operations and financial reporting accuracy.
- Ensures all accounts properly specified/ justified as well as all business events and transactions are properly recorded and justified.

➤ EDUCATION



DIPLOMA IN MASTER ACCOUNTING

C-DAC, KERALA, INDIA.



MASTER OF COMMERCE (2017-2019)

UNIVERSITY OF BHARATHIYAR, TAMILNADU, INDIA.



BACHELOR OF COMMERCE (2014-2017)

UNIVERSITY OF CALICUT, KERALA, INDIA

➤ CONTACT

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📍 AL NAKEEL, AJMAN, U.A.E.

➤ PERSONAL INFO

- DOB: 04TH JANUARY 1997
- NATIONALITY: INDIAN
- LANGUAGE FLUENCY:
ENGLISH, HINDI, AND MALAYALAM

