



RINI ELDHO

ACCOUNTANT

CONTACT ME

Address

Rashidiya , Dubai

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OBJECTIVE

Indeed, to build a career with leading corporate of good environment with committed and dedicated people which will help me to explore myself fully and release my potential. A results-driven accountant with knowledge in the Accounting/Auditing and Administration field.

PERSONAL DETAILS

Name : Rini Eldho
Date of birth : 31/03/2000
Gender : Female
Marital Status : Single
Nationality : Indian

PASSPROT DETAILS

Passport No : V8559675
Place of Issue : Kozhikode
Visa Type : Visit visa

Languages:
• English
• Malayalam
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Technical Skills;

- Microsoft Office (Self developed)
- Excel (Selfdeveloped)
- Tally (Selfdeveloped)
- Quick book
- Peachtree
- SAP Business One, Sap FICO
- GST Accounting Federal Tax UAE

EXPERIENCE

AUDIT ASSISTANT/ VAT EXECUTIVE – 6 MONTHS
MARHABA ACCOUNTING & TAX SERVICES
(ACCOUNTING AND VAT OUTSOURCE SERVICES)
Dubai UAE

Job Profile:

- Vat Audit and Assisting to Tax Returns
- Vat Audit & Assistance for Tax Returns Filing Bookkeeping & Accounting data entry in Tally Prime and Quick Book
- VAT Registration VAT Return Submission
- Internal Audits

EDUCATION

BACHELORS OF COMMERCE (COMPUTER APPLICATION)

Graduated with specialization in Accounting.

- Marketing
- Business Research
- Auditing
- Accounting
- E-Commerce
- Economics

HIGH SCHOOL 2017
GHSS PUTHUPPADY
Commerce

- Computer Application
- Business Research
- Accounting
- Economics

PERSONAL SKILLS

- Organizing and management capabilities.
- Positive attitude and team spirit
- Dedicated focused and hardworking
- Good communication skill and creative mind.

DECLARATION

I hereby declare that all the statements given above are true to my knowledge.

RINI ELDHO
DUBAI

