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PERSONAL DETAILS

Passport No: V2395367

Expiry Date: 29 Aug 2031

UAE Visa Status:

Visiting Visa (upto **04/04/2022**)

Nationality: Indian

Date of Birth: 31 May1983

Marital Status: Married

HOBBIES

- Reading books and financial articles
- Solving puzzles
- Travelling
- Coaching

ANIL T MOHANAN

ACCOUNTANT

EXECUTIVE PROFILE

- **15 Years of professional experience in accounting**
- **Outstanding performer award 2018** received from GM of Al Tabyaan global LLC Muscat Oman
- **Best employee of the year award 2017** received from Eureka forbs, Kerala India
- Highly motivated, deadline committed, goal driven accountant
- Expert in Preparation of journal & cashbook, General Ledger, **Provisions & Reserves, BRS & Monthly Stock Statement submission. Payroll.** Finalization of Accounts for Audit Purpose (**P&L, Balance sheet, Payroll register, Stock register & Fixed Asset Register**). Handling AP & AR, Depreciation calculation, **VAT** (Reverse charge mechanism, Bill of Exchange, Profit margin scheme inclusive tax), **Planning and budget control. Petty cash, Cash Flow ,Manufacturing journal, Salik, Dewa, online banking, Stock maintenance, Import documents, Prepaid expense, ETC.....**

WORK EXPERIENCE

Thandengattil Traders PVT LTD, India

Accounts Manager/Senior Accountant

Sept 2019– Sept 2021

Collating, preparing and interpreting reports, budgets, accounts, commentaries and financial statements, Controlling income, cash flow and expenditure

AL TABYAAN GLOBAL LLC, Muscat,OMAN

Accounts manager/Senior Accountant

May 2017– Aug 2019

Monitoring, Decisions Accounts related, Reconciling account balances and bank statements, maintaining general ledger and preparing month-end close procedures and managing a team of Accountants and Junior Accountants

Eureka forbs Limited, India

Accountant

Jan 2016 – May 2017

Recording and categorizing expenses, and preparing financial reports, taking care of tax returns and making sure they're paid in time

SKILLS

- Data entry
- Effective communication
- Data analysis
- Analytical and problem-solving
- Active learning

SOFTWARE SKILLS

- Tally ERP9(+10Years)
- SAP FICO-Doing
- Quick books(2 Years)
- Peachtree
- Advanced in MS Office
- Adobe Photoshop

Viva Composite Panel (P) LTD., India

Junior Accountant

Nov 2013 – Dec 2015

Posting journal entries, updating financial statements, maintaining accounts receivable and accounts payable, paying monthly payroll, and preparing financial reports

Oriental metals india Pvt Ltd,Kerala India

Accountant Cum Sales Coordinator

Nov 2011 – Dec 2013

Handles accounting works up to finalization, preparing reports
Coordinate with customer, sales manager for customer order processing

Oriental metals India Pvt Ltd

Accountant Cum Sales Support

Jun 2007 – Nov 2011

Handle accounts receivable and payments, follow up on all other accounting tasks, handle customer queries and assist sales team with various sales processes

G K Krishnan & Associates, India

Audit Assistant

Feb 2006 – Apr 2007

Prepare the financial reports and ensure compliance with the tax regulations, review, assessment, and recommendations for changes in business unit accounting systems and controls

EDUCATION

- **PG Diploma in Indian & Foreign Accounting** From **SMEC**
- **Advanced Diploma in Manual and Computerized Accounting**
from Accountants Academy, India.
- **Graduate** from the University of Calicut, India
- **Post Graduate Diploma in Computer Application** from Star
Computer Training Institute.
- **Advanced Diploma in Software Engineering** from Mahatma
Gandhi Education Foundation

LANGUAGE KNOWN

- English
- Hindi
- Tamil
- Malayalam