

# Shanid Ali PK

Accountant



pkshan302@gmail.com  
Contact No: 0555665135

## Personal Profile

D. O. B : 18-10-1992  
Nationality: Indian

## Languages Known

English, Hind, Tamil & Malayalam

## Professional traits

- Leadership quality
- Positive attitude
- Dedication to work
- Interpersonal skills
- Team Player
- Result Oriented

## Passport Details

Passport No : M3674689  
Date of Issue : 17/11/2014  
Date of Expiry : 17/11/2024

## Visa status:

Visit visa  
Expiry : 20-04-22

## Education

**Bachelor of Commerce-** Calicut university India - 2013

**HSE –( Higher Secondary Education)**Board of Higher Secondary Examination,Kerala -2010

**SSLC -**Board of public examination, Kerala -2008)

## Work Experience

- **Sales and Finance Manager:**  
Xpress bees Logistic  
Jan 2020 till date - Calicut
- **Accountant Cum Purchase Manager :**  
Bestway Supermarket  
January 2018 to June 2020 - Payyoli, Kozhikode.
- **Accountant**  
AMS Trading & Marketing - Puthiyara, Kozhikode  
April 2016 to November2018
- **Accountant with Sales Executive**  
Ceramic Arts – Mepayyur, Calicut  
October 2014 to March 2016
- **Accounting Data Entry Work**  
Sree Sankaracharya Computer Center, Calicut  
March 2014 to Sep 2014

## Profile Summary

- Seven Years of Experience in Accounting work in tally 9.
- Maintain all accounting voucher entry.
- Maintain bank reconciliation and reconciliation of debtor's creditors.
- Maintain petty cash book & internal audit: store and accounts books.
- Handling VAT and GST.
- Handling Payable and Receivable.
- Payroll preparation and Salary transfer.
- Handling all bank transactions and finalization of Accounts

## Technical & Professional Skills

### **VIBES (Virtual Interactive Business Experiment System)**

TALLY ERP9, PEACHTREE, QUICKBOOKS, TRADEASY, MS Excel, Bar code, Designing & Printing

### **BUSINESS LOGISTICS**

Material Management, Warehousing & Inventory, Export Procedure, Commercial Shipping, Multi model Transportation.

### **DIPLOMA IN COMPUTER APPLICATION**

MS-Office, Mailing and Other Internet Proficiency.

## Declaration

I do hereby declare that the particulars of information and facts stated here in above are true, correct and complete to the best of my knowledge and belief.

**Shanid Ali PK**  
Applicant