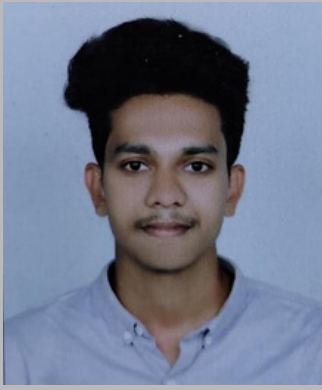




RAMEES MS

ACCOUNTANT

📞 +971563901940
✉️ rameesms97@gmail.com
📍 Deira, Dubai

Objective

I seek challenging opportunities where i can fully use my skills for the success of the organization.

Personal Information

Date of Birth : 06-04-1997
Nationality : Indian
Marital Status : Single
Passport No : P9134798
Visa Type : Visiting Visa
(valid till April 19)

Languages

Malayalam
English
Tamil

Personal Traits

Ability and Willingness to Learn.
Supportive Team Member.
Comprehensive Problem Solving Ability
Ability to Mix with Peoples.

Software Skills

- Tally ERP 9
- Excel
- Ms office
- Sap

Education

- **Sap Materials Management**
- **Sap finance and controlling**
Accountants Service Society 2019
- Bachelor of commerce**
Calicut University 2015-2018

Experience

Accountant

Terra Car Care, Kodungallur - (Sep 2020 - Dec 2021)

- Creation of Customer/Vendor Accounts Groups and Master Creation.
- Compute Taxes and Prepare Tax Returns configuring chart of Depreciation.
- Manage all Accounting Transactions and prepare Budget forecast.
- Accounting software verification and Tally data entry including Purchase.
- Create report on daily basis transaction in Microsoft Excel and send to manager.

Account Executive

Protrack Accounting and Book keeping, Thrissur
(Jan 2020 - Aug 2020)

- Computing taxes and tax returns as per UAE VAT Law.
- Record keeping and maintenance of accounting system.
- Preparing manuals and Forms of book keeping and accounting staff.
- Gst Filing.
- Monthly sales tax return (E-file)