



MOHAMED SHAFEEQ C

ACCOUNTANT

Detail-oriented and certified professional experienced in accounting seeking the position to use my knowledge and experience in a reputed organization. Looking for a suitable position with a company which offers genuine room for progression and where I can make a significant contribution.



shafeeqsat97@gmail.com



050 566 8051



Dubai, United Arab Emirates

SOFTWARE SKILL

SAP FICO (Consultant & End user level).

MS office (Excel, Word, Power point ,Outlook)

Tally ERP 9

Quick Books

LANGUAGES

English
Full Professional Proficiency

Hindi
Professional Working Proficiency

Tamil
Professional Working Proficiency

INTERESTS

Riding & Trekking

Sports

WORK EXPERIENCE

Accountant, Finance Executive Panel Industrial Concern

12/2019 - 02/2022

Kerala , India

Achievements/Tasks

- Managing of Supplier invoices and settlement of accounts.
- Vouching Data Entry & Reporting.
- Handling of tax returns.(GST, E way billings).
- Payroll calculations and control of office expert.
- Preparation of Financial Statement and Statement Analysis.

Audit Assistant

Novice and Meliorate Corporate Solutions LLP

04/2019 - 12/2019

Kerala , India

Achievements/Tasks

- Performed Accounting and Auditing Functions.
- Prepared Goods Service Tax returns(GST).
- Prepared Reconciliation's Statements of Banks, Debtors, Creditors etc.
- Preparing the monthly reconciliation statement.
- Assist senior accountant in audit and other duties.

TECHNICAL SKILLS

SAP Finance & Controlling Consultant Level & End user Level.

Certified Accountant IICA.US.

Certified in International Financial Accounting.

Software: Tally ERP. 9 , Peachtree, Quick Books, MYOB

Certified in Microsoft Office Specialist.

Certified in Human Resources Development Society.

EDUCATION

Bachelor of Commerce (B.Com)

Calicut University, Kerala, India

2018

PERSONAL DETAILS

Nationality : Indian

Date of Birth: 14/04/1997

Marital Status: Married

Passport Number: M9387967