ABDUL BASITH

Accountant

Dedicated accountant with a strong foundation in financial management and a meticulous approach to data accuracy. Proven expertise in reconciling accounts, analyzing financial statements, and optimizing processes. Seeking a role to apply my skills in the financial industry and contribute to organizational growth.

Kerala, India

Kerala, India



⋈ shukoorbasith007@gmail.com

AL QUSAIS, DUBAI

WORK EXPERIENCE

ACCOUNTANT

Tegrand Infotech LLP

02/2023 - 01/2024

- Achievements/Tasks
- Manage and oversee the day-to-day accounting activities, including but not limited to accounts payable, accounts receivable, and general ledger entries.
- Ensure accuracy and completeness of financial records through regular reconciliation of accounts and financial statements.
- Collaborate with cross-functional teams to gather financial information and support decision-making processes.
- Stay abreast of changes in accounting regulations and ensure compliance with relevant financial standards.
- Assist in the budgeting and forecasting processes to support strategic planning.
- Prepare financial reports and analyses to provide insights into the company's financial performance.

JUNIOR ACCOUNTANT KC TRADERS

KC TRADERS

01/2020 - 01/2022 Achievements/Tasks

- Maintaining daily sales and purchases in Tally Erp9 GST.
- Detail-oriented Technical Accountant with a strong background in Information technology. Skilled in managing IT billing, coding, and financial records.
- Keep and maintain track records of existing and new Clients.
- Assist in the day-to-day accounting activities, including accounts payable, accounts receivable, and data entry.
- Provide administrative support to the finance department, Process and verify invoices, receipts, and other financial

documents.

EDUCATION

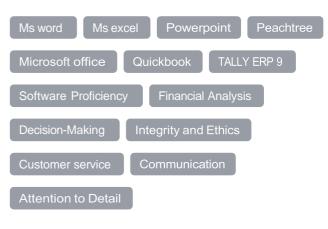
MASTER OF COMPUTER APPLICATION CALICUT UNIVERSITY

2020 - 2022

BACHELOR OF COMPUTER APPLICATION CALICUT UNIVERSITY 2017-2020 **.** +971 566096424

in linkedin.com/in/abdul-basith-53b251279

SKILLS



PASSPORT DETAILS

PASSPORT NUMBER U5153466

ISSUE PLACE Calicut, India

Date of Expiry

VISA STATUS Visit visa

CERTIFICATES

PROFESSIONAL DIPLOMA IN COMPUTERISED FINANCIAL ACCOUNTING (2021) RUTRONIX

LANGUAGES

English Native or Bilingual Proficiency

Native or Bilingual Proficiency

Hindi Native or Bilingual Proficiency Arabic Elementary Proficiency

Malayalam

INTERESTS

Music Movies

Reading

Travelling