



UBADA FAIROOS CP

Mob No

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Email ID

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Address

Asharikkandi (H)
Pookolathur , Pulpatta -
676123,Malappuram .
Kerala, India.

Personal Details

- **Date of Birth** :31/01/1998
- **Nationality** :Indian
- **Gender** : Male
- **Marital Status:** Single
- **Language** : English,
Malayalam , Hindi
- **Visa Status** :Visit Visa

Computer Skills

- Tally Erp
- Tally Prime
- MS Word
- MS Excel
- Acro Bis
- Gulf vat
- Inventory Management

Passport Details

- **Passport No** : U2889278
- **Date of Issue** : 07/01/2021
- **Date of Expiry** : 06/01/2031

Qualities

- Positive thinking
- Pro-active and self-motivated
- Ability to prepare and
present reports to
director level.
- Good team worker

ACCOUNTANT

Objective

A Suitable position with an organization where I can utilize the best of my skills and abilities that fit to my education, skills and experience of 5 year. In a place where am encouraged and permitted to be an active participant as well as vital contributor on development of the company.

Professional Work Experience

*ACCOUNTANTSHIP - JAN 2019 to MAR 2022

JUNIOR ACCOUNTANT

- Manual & Computerized Accounting
- Prepare and Analysis Financial Statement
- Budgeting And forecasting
- Maintain Cash Book & Ledger Accounts
- Prepare Bank Reconciliation statement
- Internal Control And Risk management

* FLORIDA CERAMICS PVT LTD - MAY 2022 to JAN 2024

SENIOUR ACCOUNTANT

- Manage all financial activities of firm.
- Tax filing (GST) &TDS filing.
- Preparing revenue projections & forecasting expenditure.
- Assisting audit performance.
- Performing administrator duties and supporting junior staff.
- Oversee account payables and receivables.

Educational Background

- **Master of Commerce (IGNOU)**
International Business Operations
- **Bachelor of Commerce (CALICUT UNIVERSITY)**
Co Operation

Certification

- **PROFESSIONAL DIPLOMA IN BUSINESS &
ADMINISTRATION**

Declaration

I hereby declare that the above furnished information is true and correct to the best of my knowledge and belief.

UBADA FAIROOS CP