



ALTHAF RAHMAN K K

Accountant

Currently accountant with 1 + years at Nesto Group of Companies and 1.5 years as accountant cum tax consultant at Ravel Consulting Group. Look forward to work in a challenging and dynamic environment which gives me an opportunity to add value to the company, enhance and upgrade my knowledge by execution of vested responsibilities by the organization with loyalty and integrity

Email:

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Linked-in

<http://linkedin.com/in/althaf-rahman-86a135225>

Address:

Deira
Dubai

Technical Skills

Tally
Quick Books
Zoho Books
Sap (ERP)
Microsoft Excel
Microsoft Word
GST
GCC Vat

Languages

English
Hindi
Malayalam
Arabic (basic)

Personal Data

Date of Birth : 20-02-1998
Gender : Male
Marital Status : Single
Religion : Islam
Nationality : Indian
License : Uae Imv license

Work Experience

Accountant

Nesto Hypermarket LLC UAE | December 2021 to Present

- Prepare monthly statement
- Stock management
- Daily clearing ledgers and allocation
- Vendor payment procedure and allocation
- Invoices posting and issuing

Accountant Cum Tax Consultant

Ravel Consulting Group Calicut India | July 2020 - December 2021

- Prepare accounts and tax returns
- Examining financial accounts and related documents
- Administering payrolls and controlling income and expenditure
- Prepare financial reports and filing tax returns
- Assist to audit work

Educational Qualification

Post Graduation

- M.Com finance (Calicut University)

Graduation

- B.Com computer application (Calicut University)

Higher Secondary

- Computer commerce (HSC Kerala)

Personal Skills

- Strong organizational, administrative and analytical skills
- Excellent negotiation and problem solving skill
- Have competitive attitude and can thrive under pressure
- General business knowledge
- Leadership abilities
- Possessing a responsible attitude, tact, patience and courtesy