

AYANA PADINJARE PURAYIL

ACCOUNTANT

I am a Seasoned accountant with 7+ years of experience across automotive, startup, and corporate sectors. Skilled in financial reporting, cost control, Tally ERP, and MS Office. BCOM from Calicut University. Committed to accuracy, compliance, and delivering high-quality work. Currently employed as a Full-time Accountant at Sparcot, contributing to financial operations and strategic decision-making. Seeking opportunities to leverage comprehensive accounting expertise for organizational growth.

Contact



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Ayanapradeepan@gmail.com



Salah Al Din ,Dubai

Educational Qualification

- **B COM**
Calicut University
2013-2015
- **Higher Secondary**
Commerce
Nadakkav HSS
2011-2012
- **SSLC**
Nadakkav HSS
2011-2012

Additional Qualification

- Diploma in Foreign and financial Accounting
- Ms office

Languages Known

English | Hindi | Tamil | Malayalam

Skills

| | |
|-------------------|-------|
| Organized | ● ● ● |
| Communication | ● ● ● |
| Teamwork | ● ● ● |
| Meeting deadlines | ● ● ● |
| Critical thinking | ● ● ● |

Experience



ACCOUNTANT

Sparcot International

2021 sep -2024 April

Complying with all company, local, state, and federal accounting and financial regulations, Compiling, analyzing, and reporting financial data, Creating periodic reports, such as balance sheets, profit & loss statements, etc. Presenting data to managers, investors, and other entities, maintaining accurate financial records, Performing audits and resolving discrepancies, computing taxes, keeping informed about current legislation relating to finance and accounting, Assisting management in the decision-making process by preparing budgets and financial forecasts.



ACCOUNTANT

Premier clear products

2020 june - 2021 Aug

My responsibilities included Manage all accounting transactions, Publish financial statements in time, Handle monthly, quarterly and annual closings, Reconcile accounts payable and receivable, Ensure timely bank payments, and Preparing and maintaining important financial reports.



GM IMPEX

2019 june - 2020 june

My responsibilities included Accounting of credit notes, book keeping, & billing



CASHIER AND BACK OFFICE ASSISTANT

Carino Motors

2018 April - 2019 may

My responsibilities included back office works in system , system maintenance and dealing with claims



HR ASSISTANT

Clean Pro Facility Management

2017 -2018

My responsibilities included office management, system control, arranging advanced controlling and dealing with customers face-to-face who visited the offices.



ACCOUNTANT

Sunshine Ventures

2015 - 2017

My responsibilities are complete office management, site visiting, staff's salary calculation, stock management. And also keep all the cash transactions accurately & accounted all in Tally erp. I always try to deal with my customers full of energy and reach them to the satisfactory atmosphere.

Reference

FAIZAL
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