



## AZHAR N S

ACCOUNTANT



### CONTACT



#### Phone

+971 58628 1985  
+91 7561081512



#### Email

azharrvh143@gmail.com



#### Location

SHARJAH, UAE



#### Visa Status

VISITING VISA



### SKILLS

- Financial Reporting
- Budget Management
- General Ledger Maintenance
- Reconciliation
- Auditing
- Taxation
- Cost Analysis
- Forecasting
- Compliance
- Advanced Excel Skills
- Communication
- Analytical Skills
- Problem-Solving
- Detail-Oriented
- Collaboration
- Process Optimization
- Regulatory Knowledge



### JOB PROFILE

Results-driven Accountant with over 3 years of experience in financial management and reporting. Proven expertise in overseeing and streamlining accounting processes to ensure accuracy and compliance. Adept at utilizing advanced accounting software and technology to enhance efficiency. Proficient in financial analysis, budgeting, and forecasting. Strong interpersonal and communication skills, collaborating effectively with cross-functional teams. Possessing a solid understanding of regulatory requirements and staying abreast of industry trends.



### WORK EXPERIENCE



#### ACCOUNTANT ( BRANCH )

Nandilath G Mart | Attingal, India  
From **April 2021** to **November 2023**

- Manage day-to-day accounting activities, including accounts payable, accounts receivable, and general ledger maintenance, using ERP systems and TallyPrime.
- Oversaw the implementation of ERP software, leading to a 20% increase in efficiency and a reduction in processing errors.
- Produce accurate and timely financial reports, providing actionable insights for strategic decision-making.
- Conduct monthly reconciliations of bank statements, ensuring the accuracy of financial data.
- Collaborat with cross-functional teams to develop and implement process improvements, resulting in streamlined workflows and improved data accuracy.
- Assist in the annual audit, ensuring compliance with regulatory requirements and providing detailed documentation for auditors.
- Play a key role in budget preparation, tracking expenditures, and providing variance analysis to aid in financial decision-making.
- Prepare and filed tax returns, ensuring compliance with local and national tax regulations.
- Utilize advanced features of TallyPrime and ERP systems for seamless financial data integration and automation.



## EDUCATION



### B. COM (TAXATION)

University of Kerala  
2017-2020



### PLUS TWO (SCIENCE)

Kerala Board of Public  
Examinations  
2014-2016



## COMPUTER KNOWLEDGE



### ADVANCED MICROSOFT OFFICE SUITE

Word, Excel, Powerpoint



## LANGUAGE

- English
- Hindi
- Malayalam



## PERSONAL DETAILS

- Nationality : Indian
- Date of Birth : 30/04/1998
- Passport No : S1907202
- Date of Expiry : 04/07/2028



## ACCOUNTANT ASSISTANT

Nandilath G Mart | Attingal, India  
From **April 2020** to **April 2021**

- Conduct thorough bank reconciliations to ensure transaction accuracy and proactively resolve discrepancies.
- Assist in the preparation of monthly financial statements and reports, contributing essential data for strategic decision-making.
- Collaborate seamlessly with the senior accounting team on various accounting tasks, ensuring alignment with organizational goals.
- Provide crucial support in day-to-day accounting functions, managing accounts payable, accounts receivable, and general ledger activities, utilizing ERP systems and TallyPrime.
- Conduct regular reconciliations of financial accounts, promptly identifying and rectifying discrepancies.
- Assist in maintaining compliance with regulatory requirements, ensuring adherence to industry standards.
- Contribute substantially to the annual audit process by providing meticulous documentation and supporting auditors as required.



## DECLARATION

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

**AZHAR N S**