

AKHIL T FRANCIS

Accountant

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UAE, DUBAI



EXPERIENCE

Accountant

Johns Biwheelers Motorcycle dealer

08/2021 - 05/2024 India

- Purchase and sales Payments
- Making E-way bills
- Bank Reconciliation
- Relevant Courses: Tally ERP 9
- Book-keeping, Bill-wise details, Cost Centre tracking, Payables and receivables, Bank Reconciliation, Balance Sheet and P&L
- India - GST, TDS/TCS, VAT/CST, Excise, and Service Tax
- E-Payments, e-Payments Report, Cost Centre, Reconciliation, Cheque management, Payment advice
- Sales order, Stock groups, Stock query, Profit and loss, Price, Discounts, and Credit notes, Sales register
- Purchase order, Item details, Cost, Expense and debit notes, Purchase register
- Salary and payslip, Employee profile management, Payroll reports, PF/ESI calculations, Batch payments, Payment disbursement advice
- ITeS-BPO(Banking): ITeS is a form of Outsource services which involves IT in different fields such as Insurance, Finance & Banking, and Telecommunication. These soft skills are mainly used in KPO (Knowledge Process Outsourcing) and BPO (Business Process Outsourcing) and LPO (Legal Process Outsourcing), back office-job and call centers. ITeS are remote services or web-enabled services. ITeS includes a wide range of approaches and processes that use IT to enhance and increase an organization's efficiency

Accountant

NewFriday engineering and technology solutions

07/2018 - 07/2021 Thrissur

- Managed accounts by analyzing costs and revenues
- Projected future trends based on analysis work
- Performed financial risk assessments for all future business projects
- Organized sales and profit reports
- Prepare, review, and submit crucial budget plans for company goals

Accountant

JAYVEECONS PVT Ltd

06/2017 - 06/2018 Bengaluru

- Oversaw the management of all company accounts
- Managed accounting teams and ensured that all accounting records were complete and accurate
- Explained financial matters to people outside of the finance department in a comprehensive way
- Remained professional and discreet when handling sensitive or private financial matters
- Working closely with junior staff members while aiding them in the progression of their careers

SUMMARY

Certified Accountant with Four years of experience in account reconciliations, streamlining accounts, and financial planning. Highly motivated professional with a proven track record of delivering accurate reports and High Quality service. Possess a comprehensive understanding of all aspects of accounting and financial planning. A dedicated leader with the ability to lead effective teams in attaining profit improvement

TRAINING / COURSES

Plus Two

Govt. Model Boys HSS

LANGUAGES

English

Advanced



Hindi

Advanced



SKILLS

Balance Sheet

Bank reconciliation

Erp

Excel

Gst

Ms excel

Ms office

Ms word

Power point

Tally

EDUCATION

MBA Financail mangement

Academy

📅 01/2017 - 12/2017 📍 Thalikode, Thrissur

- TEAMS Global Village
 - MBA Financail
 - Academy, Thalikode, Thrissur
 - (Bharathiar University)
-

B.com Finance

ST.Thomas education centre

📅 01/2014 - 12/2014 📍 Thrissur (Calicut University)

Sslc

CMS Higher Secondary School

📅 01/2009 - 12/2009 📍 Thrissur

- (Board of public examinations)
-

Commerce

Govt model boys Hss

📅 2009 - 2011 📍 Thrissur

- What knowledge or experience did you acquire during your studies there? (e.g. Delivered a comprehensive marketing strategy)