




# MUHAMMED AZEEL

Financial Accountant

 Dubai, UAE

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Successful at keeping accounts current and accurate for compliant financial recordkeeping. Well-organized, diligent and focused professional. To seek and maintain full-time position that offers professional challenges utilizing interpersonal skills, excellent time management and problem-solving skills. Organized and dependable candidate successful at managing multiple priorities with a positive attitude. Willingness to take on added responsibilities to meet team goals.



## Skills

- Accounting and bookkeeping

  
Average

- Financial Management

  
Good

- Accounts receivable and Payable

  
Very Good

- Tax accounting specialization

  
Good



## Work History

### Financial Accountant

*Citymart Electronics LLC, Abu Dhabi, Uae*

- Posts customer payments by recording cash, check, and credit card transactions.
- Updates receivables by totaling unpaid invoices and Summarizes receivables by maintaining invoice accounts.
- Prepared cash flow projections, cost analysis and monthly, quarterly and annual reports.
- Streamlined daily reporting information entry for efficient record keeping purposes.

2018-11 - Current

2016-04 - 2018-01

- Introduced new accounting, financial and operational systems to maximize efficiency and recordkeeping accuracy.
- Delivered comprehensive tax documentation required for accurate individual and corporate returns.

● **Management Accountant**

*The Western India Pvt.Ltd, Kannur, Kerala*

- Controlled and forecasted incomes and expenditures.
- Generated and compiled internal audits.
- Monitored company sales, spending and budgets.
- Prepared thorough reports, commentaries and financial statements.
- Prepared working papers, reports and supporting documentation for audit findings.
- Maintained up-to-date knowledge of tax codes, legislation and tax programs.
- Suggested key budgetary changes to increase company profits.
- Tracked funds, prepared deposits and reconciled accounts.
- Collected and reported monthly expense variances and explanations.



**Education**

2016-05 - 2018-07

● **Master Of Business Administration: Banking And Financial Support Services**

*Bharathiar University - Coimbatore*

2009-05 - 2012-06

● **Bachelor Of Business Administration: Business Administration And Management**

*Bharathiar University Arts And Science College - Gudalur, TN*



**Software**

- Focus8.ERP
- Tally.ERP9
- Microsoft Office 2021



**Accomplishments**

- Used Microsoft Excel to develop inventory tracking spreadsheets.
- Resolved product issue through consumer testing.