SARVESH P N Accountant

🖾 sarveshputhenpura@gmail.com 📞 +971 50 427 9408 🔮 Sharjah, UAE 🏴 India

in Sarvesh Nataraj

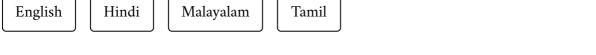
PROFILE

Transparent, organized, and flexible accounting graduate with practical internship experience. Desire to thrive in team-based roles to grow under the expertise of senior accountants as I utilize my data entry and spreadsheet background.

💼 PROFESSIONAL EXPERIENCE

 Accountant LIWA PRINTING PRESS SERVICES ☑ Built out processes for Quarterly filing of Sales Tax Returns and registration in new states as required. Tracking of Accounts Receivable & Accounts Payable Performed monthly Bank Reconciliations Preparation of Profit & Loss Account Assist in preparation of Final Statements Generating monthly Sales reports Handling petty cash and all bank deposits Helped evaluate the operating efficacy of Internal Management Communicated with external parties to reconcile account problems within 48 hrs. 	2021/11 – present Sharjah, United Arab Emirates
Accountant BRD CAR WORLD ☑ 1 Year Experience in Internal Auditing as an Internal Auditor (Accounts Department) • Checking Statutory & Labor Records • HR Auditing & Audit Presentation to Top Management • Making Receivable Report • Bank & Inter Branch Reconciliation	2019/01 – 2021/10 Kerala, India
 Got Job Transfer from Internal Auditor to Accountant – GST Department Assist In GSTR Works (GSTR 1 & 3B Filing) & GSTR 2A Reconciliation Consolidation of Branch Reports Bank Reconciliation Tax Invoicing & Bank Payments 	
MIS Coordinator PROWL CREDIT MANAGEMENT • Preparation of Monthly Reports [MIS Reports] • Team Coordinating • Bank Deposits & Withdrawals	2017/06 – 2017/12 Kerala, India

Bachelor of Commerce University of Calicut		2017 Kerala, India
CFA – Computerized Financial Accounting IBS School Of Commerce		2017 Kerala, Thrissur
CMA - Cost Management Accounting ICMAI Course requires a pass		2018 Kerala, India
SKILLS		
Advanced in Microsoft Excel • • • • •	Financial Reporting	• • • • •
Critical thinking and Problems $\bullet \bullet \bullet \bullet \bullet$	Team Leadership	• • • • •
solving	Time Management	
Data Analysis & Visualization • • • • • •		
Bachelor of Commerce CFA - Computeriz	ed Financial Accounting	
S LANGUAGES		



d INTERESTS

Music | Dance | Sports | Community Services

A REFERENCES

Robin Poulose T, *Managing Director*, Liwa Printing Press Services robinliwa@leogrp.com, +971 55 496 5313

Binoy T C, *Accounts General Manager*, BRD Car World agmaccounts@gmail.com, +91 9846892222

DECLARATION

I hereby declare that the information furnished above is true to my knowledge.

SARVESH P N Sharjah, United Arab Emirates