**Rasha Edapetta**

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**EXPERIENCED ACCOUNTANT AND AUDIT ASSOCIATE – ACCA AFFILIATE**

***Performance-driven and result-oriented ACCA affiliate with 4 years of experience in book keeping, VAT, month process and internal and external audit in UAE.***

* Known for demonstrsting a combination of both accounting and audit skills.
* Knowledge of Value Added Tax in UAE.
* Technically knowledge in accounting software Tally, Quickbooks, Zoho Books and Microsoft Office.
* Sound knowledge in month closing process of entities from various industries.
* Sound knowledge in preparation of financial statements as per IFRS.

# Areas of Expertise

# IFRS and other GAAP Compliance | Book keeping | Internal and External Audit | Month Closing Process

# Vallue Added Tax | Financial Analysis

# *Technology:* Tally | Quickbooks | Zoho Books | MS Office Suite

# professional experience

**ICB Tax consultancy, DUBAI, UAE** *Leading Audit and Accounting Consultants*

**ACCOUNTANT**  June 2021–Present

Working as accountant and audit associate for the clients assigned from various industries. Performing book keeping tasks, preparing the journal entries as per the documents, bank reconciliation, management account preparation, financial statement preparation as per IFRS, financial analysis and ensuring the VAT compliances including return filing. For the audit engagements, performing end to end audit for all balance sheet and income statement line items as per the generally accepted audit methods.

**Key Responsibilities:**

* Oversaw comprehensive accounting tasks, ensuring accurate balance sheets, journal entries and timely financial reports.
* Take a lead in bookkeeping by maintaining and updating financial records, ensuring accuracy and compliance with relevant regulations.
* Reconcile vendor and customer statements, resolving discrepancies promptly.
* Reconcile bank statements and resolve discrepancies.
* Ensured the VAT compliance and prepared VAT returns.
* Perform end to end audit procedures and assisting in preparing internal and external audit reports for the audit engagements.
* Complete other miscellaneous accounting functions.
* Prepare general ledger reconciliation and make sure that all balances and transactions are backed by proper workings and supporting documents.
* Preparation of complete set of financial statements including cashflow statement and relevant notes.
* Preparation of ad-hoc management report as per the requirements.

**NUMETRIC ACCOUNTING SERVICES, DUBAI, UAE** *Leading Audit and Accounting Consultants*

**AUDITOR**  January 2019–May 2021

Worked as an auditor to perform audit services to the clients from various industries. Apart from audit, performed tax compliance workings including obtaining VAT registration and return filing.

**Key Responsibilities:**

* Perform internal and external audit procedure.
* VAT registration and return filing.
* Identify the anomalies in book keeping and suggest correctinve actions.
* Prepare financial statements and annual reports for the clients.

# education & credentials

**ACCA**: 2017

Association of Certified Chartered Accountants

**Bachelor of Commerce**: 2018

Bharatiar University, India