



## CHRIST AD

+971 565565220

Christad915@gmail.com

Dubai, UAE

### PERSONAL INFORMATION

Nationality : Indian  
Gender : Male  
Date of Birth : 13.06.1995  
Marital status: Single

### PASSPORT DETAILS

Passport No : R5127841  
Expiry Date : 20.12.2027  
Visa Status : Visit (01.03.2024)

### EDUCATION HISTORY

BCom Computer Applications

### SOFTWARE PROFICIENCY

Ms Office  
Ms Word | Excel | PowerPoint  
QuickBooks  
Tally  
Peachtree  
Tradeasy

### STRENGTH

Self-confident  
Dedicated and Committed  
Positive attitude in all circumstances  
Quick learner  
Team work

### LANGUAGE

Language : English, Malayalam,  
Hindi

## CAREER OBJECTIVE

Experienced Accountant with a strong background in financial management, record-keeping, and compliance. Seeking new opportunities in the accounting field to apply my expertise in maintaining precise financial records, analyzing data, and ensuring adherence to accounting standards. Committed to contributing to the success of the organizations I serve through sound financial practices.

## PROFESSIONAL EXPERIENCE

**Employer** : Glass Palace  
**Designation** : Accountant  
**Tenure** : Dec 2018 Present  
**Place** : India

- Maintain accurate and up-to-date financial records, including ledgers, journals, and financial statements.
- Maintain and prepare financial statements manually when necessary, ensuring their accuracy and compliance with accounting standards.
- Assist with internal and external audits by providing financial information and supporting documentation.
- Financial Analysis and reporting to Management as needed., Month end Accounting activities such as reconciliations & Journal entries.

## CERTIFICATIONS

- Diploma in Computer Application.
- Certification in Practical Accounting & Computerized Accounting

## STRENGTH & QUALITIES

- Patience when dealing with others.
- Flexibility in thinking and operating style.
- Encouraging and inspiring people to do their best.
- Inspiring and motivating others to active greatness.
- Collaborating and working well together with others.

## SOFT SKILLS

- Communication
- Leadership
- Team Work
- Critical Thinking
- Coordination
- Active Listening

## DECLARATION

I, **CHRIST AD** hereby declare that all the information furnished above are true and correct to the best of my knowledge and belief.