






Dinwin Davis

Accountant

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About Me

Ambition to work in an esteemed organization where the best use of my talent, knowledge, experience. Dedication, hard work and sincerity can be made in every scenarios of work. I am seeking a high quality work life through challenging assignments, meaningful career growth and opportunities for value addition and professional development.

Personal Qualities

Analytical and problem-solving skills.
Quick learner.
Ready to take up new challenges.
Convincing skills with a logical mind.
Reliable and Responsible.
Conscientious, dedicated, sincere, and committed to work.
The high degree of accuracy.
Highly developed analytical, planning & implementation skills.

Expertise

- SAP FICO & Business One
- Tally Prime v1.1.3
- Microsoft Excel
- Microsoft Word
- Microsoft Power Point
- Peach Tree
- Quick Books

Additional Details

- Passport Details
 - Date of Expiry : 19/04/2027
 - Place of Issue : Cochin, India
- Visa Status : Visiting Visa
- Nationality : Indian
- Date of Birth : 16/01/1997
- Marital Status : Single

Work Experience

2022-2023

Accountant **Intersoft Solutions DMCC**

- Day to day accounting works.
- Payroll preparation and analysis.
- Making Report as per Management Requirement.
- Maintained customer satisfaction by providing regular shipping updates and advising of possible delays.
- Assist the compliance officer with day-to-day work.

2021-2022

Accountant **Rajah Swast Generic Medicine LLP**

- Handled stock management for decision making.
- Preparation of monthly Trading and P/L accounts & Balance Sheet.
- Prepare and processing of electronic transfer and payment.
- Accounts payable - Controlling and tracking all the payments in the order of priority.
- Managed accounts payable and receivables for ensure adequate funds and smooth running of operations.

2019-2021

Accounts Assistant **Lord Krishna Arcade Pvt Ltd**

- Handled key accounts.
- Trail balance preparation on monthly basis.
- Monthly bank reconciliation.
- Statutory compliance - Goods and Service Tax Return, ESI, PF, TDS Filing on monthly and quarterly basis.
- Assist manager finance in balance sheet finalization.
- Assisting and interacting with company auditors and coordinated with operations and sales team to effective completion of works.

2017-2018

Junior Tax Consultant **A. Damodaran & Co.**

- Presentation of Journal cum Daybook, Ledgers, Trail Balance, Financial Statements, And Goods and Service Tax returns.
- Filing of periodical returns and preparing annual Financial Statements.

Education

2018-2021

MBA -Financial Management **Bharathiar University**

Gained Knowledge of Business Management and Administration in Financial Management.

2014-2017

B.Com- Finance **Calicut University**

Bachelor of Commerce with Business Management, Financial Accounting, Co-operate Accounting. Etc.

2012-2014

+2 - Commerce With Computer Application **DHSE - Kerala**

Higher secondary education with subjects Business Studies, Accountancy with Computer Application.