

C U R R I C U L U M V I T A E

MUHAMMED ANSAL

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Career Objectives

To explore my potential and acquire skills which will help me to pursue my career with an organization in a challenging and creative environment. Achieve professional excellence through hard work and dedication by input of knowledge and ideas.

Experience

June 2018 – January 2020

Accountant at South Asian Rubbers, Pathanad.

October 2020 – December 2021

Accountant at Xperia Mobile Distribution, Kozhencherry

February 2022-September 2023

Accountant at Oxygen the Digital Shop, Ranni

Key Responsibilities

- ❖ Making all daily Accounts entries like Purchase, Receipt, Payment, Journal Etc.
- ❖ Journalized daily transactions (Sales, Purchase, Cash Receipts)
- ❖ Posting all transactions both on the Computer and Registers.
- ❖ Maintain an up-to-date billing system.
- ❖ Make Bank Transactions: Such as daily Deposit Cash and Check Payments.
- ❖ Record daily transactions and prepare sales reports.

Skills Set

- Highly motivated to work hard and a fast learner who can quickly understand and articulate new technologies and processes.
- Positive attitude and Team Player.
- Pro-Active and strong organization skills. (Excel, Word and Power point, Busy Accounting Software, Tally ERP 9, APX)
- Efficient and account handling.
- Strong ability to multi tasks, prioritize and execute Ability to Perform under pressure and Stressful Conditions.

Educational Qualification

- ✓ 10th CBSE
- ✓ 12th CBSE
- ✓ B. Com





Other Qualification

- ✓ CPA (Certified Professional Accountant)
 - Financial & Management Accounting
 - Tally 9 ERP
 - VAT
 - MS Excel
 - E filing

Languages Known

English, Malayalam & Tamil

Strengths

-  Excellent Communication with interpersonal skills
-  Ability to work as a team.
-  Good organization skills
-  Have a attitude, high energy level, willing to take on new challenges.

Personal Profile

Date of Birth	:	16 th October 1995
Father's Name	:	Ansari P H
Nationality	:	Indian
Marital status	:	Married
Personal Attributes	:	Innovative, Goal Oriented
Passport No	:	P 0948789 (Valid from 28.09.2016 – 27.09.2026)
Driving License, No	:	3/7100/2013

References

I shall be provided at your request.

Declaration

I hereby declare that the above-mentioned facts are genuine as per my belief.

Place : Dubai
Date :

MUHAMMED ANSAL