



RIYA
BHATT
SENIOR ACCOUNTANT

Bur Dubai United Arab Emirates, Dubai,
United Arab Emirates

+971501740153

rvbhatt1995@gmail.com

LANGUAGES

ENGLISH

GUJARATI

HINDI

ABOUT ME

- Seasoned senior accountant with expertise in financial analysis, compliance, and team leadership. Skilled in optimizing processes, ensuring accuracy, and driving business growth. Strong attention to detail and a commitment to professionalism.
- Creative thinker, Self-Motivated, Open to new experiences & willing to seek challenges
- Selling Skills & good socializing and networking skills

PERSONAL DETAILS

Nationality
Indian

Visa status
Have 2 years of Work visa

WORK EXPERIENCE

MILESTONE
BUSINESS
VENTURES LLP
Mumbai
Jul 2015 - Sep 2020

- Accountant**
 - Bookkeeping: Proficiency in bookkeeping tasks, including accounts payable and receivable management, invoicing, payroll processing, and expense tracking. Knowledge of accounting software, such as QuickBooks or Xero, is often required.
 - Taxation: Familiarity with tax laws and regulations, and experience in preparing tax returns, ensuring compliance with tax requirements, and handling tax-related inquiries or audits.
 - Audit Support: Experience in assisting with internal or external audits, including preparing audit schedules, providing necessary documentation, and addressing audit inquiries or findings.

SPARCHEM
Mumbai
Mar 2022 - Jan 2023

- Senior Accountant**
 - Financial Reporting: Demonstrated experience in preparing and analyzing financial statements, including balance sheets, income statements, and cash flow statements.
 - Auditing: Experience with internal or external audits, including coordinating audit processes, ensuring compliance with accounting standards, and resolving any issues or discrepancies identified.
 - Software Proficiency: Strong proficiency in accounting software and enterprise resource planning (ERP) systems such as SAP, Oracle, QuickBooks, or other similar platforms.

GUJRAT STAR FOOD
STUFF LLC.
Dubai
Feb 2023 - May 2023

- Accountant & Sales Executive**
 - Handling financial records,prepare financial statements and ensures compliance with tax laws and regulation.
 - Generating sales leads.

EDUCATION

MUMBAI
UNIVERSITY
Mumbai
2016

- Bachelor of Commerce**

Major cources:Financial Accounting,Business LawFinancial Management,Taxation

SAURASTRA
UNIVERSITY
Rajkot
2021

- Master of Commerce**

Major Courses:Advanced Financial Accounting,Strategic Management, Corporate Finance

SKILLS

RESEARCH

SALES

COMMUNICATIONS

INTERPERSONAL COMMUNICATIONS