



Farhan Haris Mohamed

Accountant/Finance

✉ farhanmohamed776@gmail.com ☎ 971556812080 📍 Dubai, United Arab Emirates

in <https://www.linkedin.com/in/farhan-harismohamed-00aab4216/>

PROFILE

Graduate of the University of West Scotland with a BA (Hons) in International Business and Finance and currently pursuing ACCA

Additionally, I have proficiency in Microsoft Excel, QuickBooks, Tally ERP, SAP, Zoho Books, and the ability to enhance strong interpersonal and communication skills. I have successfully matched professional goals with positive interactions and insightful ideas to meet the company's goal of competitive growth.

EDUCATION

2021 United Arab Emirates	Ba (HONS) International Business and Finance University Of The West Scotland
present	Acca-Association of Chartered Certified Accountants (9/13) Currently pursuing
2018 Dubai, United Arab Emirates	Cbse High School completed Commerce Stream Gulf Indian High School

PROFESSIONAL EXPERIENCE

06/2023 – 08/2023 Dubai, United Arab Emirates	Modern Pharmaceutical Company LLC Finance Trainee- Treasury <ul style="list-style-type: none">• Recording Staff Traffic Fine, Salik and Outstation Expense in SAP.• Daily update of a subsidiary company's (<i>Healthy Farm Eatery LLC</i>) credit card receivables in WebProl'IFIC.• Checking and Posting the report of petty cash claims in SAP.• Updating Bank Balance and Clearing Cheque from Bank position Excel.• Proper Filing OF Bank BRS and Uploading Monthly Bank Statement in Microsoft Teams.• As directed by the Treasury Supervisor, assisted in procedural implementation, preparing presentations and projects in Microsoft Word and PowerPoint.
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07/2021 – 06/2022
Dubai,
United Arab Emirates

Accurate Vision Accounting and Bookkeeping

Assistant Accountant

- Outsourced as Accountant (Client: Lm Trading LLC)
- Day-to-day accounting & Finalizing Project in Tally ERP 9 & Intuit QuickBooks.
- Preparation of Weekly, Monthly & Consolidated Yearly Financials.
- Updating accounts receivable and payables of invoices/ Finance documentation.
- Posting and processing journal entries to ensure all business transactions.
- Planning & Managing Funds for weekly Vendor payments by the instructions of the director.
- Follow up with customers & Proper Filing of Invoices.
- Responsible for the preparation of Tax.
- Provides the management with a weekly scoring report along with a monthly commission on sales report depending on the task.

Dubai,
United Arab Emirates

First Time Documents Clearing Services

Accountant/Bookkeeping

- Maintained daily accounts, created invoices and cash receipts to ensure accurate record-keeping and timely payments.
- Prepared accounts receivables, ensuring that all outstanding customer balances were tracked and followed up on.
- Conducted bank reconciliation on a regular basis, ensuring that all bank statements were accurately reflected in the company's accounting system.

SKILLS

- QucikBooks
- SAP
- Tally ERP
- Zoho Books

LANGUAGES

English  Hindi 
Malayalam 

REFERENCES

Michael Dias, *Owner*, Accurate Vision Accounting and Bookkeeping
971502597383

Ahmad Kafeel, *Treasury & Banking Supervisor*, Modern Pharmaceutical Company LLC
kafeel@mpchealthcare.com