

MUHAMMED ASLAM P


FINANCIAL ANALYST / ACCOUNTANT




GET IN TOUCH

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Accomplished and performance driven professional bringing over 5 years' experience in Retail/FMCG sector in India and Saudi. Expertise in Financial management, Financial Analysis, VAT Laws, Accounts Receivables & payables, Accounts Finalisation, Procurement procedures etc.

Currently seeking a position as Financial Analyst / Accountant preferably in FMCG, Construction, Real Estate, Banking & Exchange, Hospitality, Healthcare, Manufacturing, Retail or Travel & Tourism sectors in UAE.

GCC EXPERIENCE

NEW SEVENDAYS SUPERMARKET | RASHIDIYA | DUBAI

Industry - Retail

ACCOUNTS MANAGER

August 2022 - Till date

- preparing accounts and tax returns
- preparing monthly and yearly sales and profit report
- auditing financial information
- compiling and presenting reports, budgets, business plans, commentaries and financial statements
- analyzing business plans
- providing tax planning services based on current legislation
- financial forecasting and risk analysis
- dealing with insolvency situations
- negotiating the terms of business deals with clients
- meeting and interviewing clients
- Managing colleagues.
- Data entry -purchase and purchase return entry

EXPERTISE IN

UAE VAT LAWS & ACCOUNTING

BANK RECONCILIATION

RECEIVABLES & PAYABLES

FINANCIAL ACCOUNTS PREPARATION

FINANCIAL STATEMENTS ANALYSIS

INVENTORY MANAGEMENT

VENDOR MANAGEMENT

PURCHASE & PROCUREMENT

BUDGETING & PLANNING

NEGOTIATION & PRICING

MIS REPORTING

MS OFFICE SUITE

HOME COUNTRY EXPERIENCE

PARMILY MART | KERALA | INDIA

Industry - Retail

ACCOUNTANT

August 2020 - July 2022

- Process **accounts and incoming payments** in compliance with financial policies and procedures.
- Perform day to day financial transactions, including **verifying, classifying, computing, posting and recording accounts receivables'** data
- **Prepare bills, invoices and bank deposits.**
- Reconcile the **accounts receivable ledger** to ensure that all payments are accounted for and properly posted.
- **Facilitate payment of invoices** due by sending bill reminders and contacting clients

EDUCATION

2015 - MASTER OF BUSINESS ADMINISTRATION (MBA) - FINANCE & MARKETING

Bangalore University | India

2013 - ENGINEERING IN COMPUTER SCIENCE

Visvesvaraya Technological University
| India

- **Generate financial statements and reports** detailing accounts receivable status
- **Reconcile the accounts receivable ledger** to ensure that all payments are accounted for and properly posted and ensure bank reconciliation is prepared on time.
- Assist the **yearly external audit** of the company.

PERSONAL INFO

Nationality: India

DOB: 22nd March 1990

Gender: Male

Civil Status: Married

Languages: Arabic | English | Malayalam

Visa Status: Visit Visa

Visa Expiry:

GCC EXPERIENCE

DHEERA SUPERMARKET | BISHA | SAUDI ARABIA

Industry – Retail

PURCHASE MANAGER

January 2017 – March 2020

- **Developing and implementing** purchasing strategies.
- **Managing daily purchasing activities, supervising staff,** and allocating tasks.
- **Managing supplier relations and negotiating contracts,** prices, timelines, etc.
- Maintaining the **supplier database, purchase records, and related documentation.**
- Coordinating with **inventory control** to determine and **manage inventory needs.**
- Ensuring that all procured items meet the required **quality standards and specifications.**
- Preparing **cost estimates and managing budgets.**
- **Training new employees** in the purchasing process and how to use the purchasing system.

REFERENCES

Available on request

TRAININGS & COURSES

2022 – CERTIFICATE IN SAO FICO | G-Tech Computer Education | Kerala |

India

2016 – CERTIFICATE PROGRAMME IN TAXATION | Taxation Study centre

| Kerala | India

2016 – TALLY COURSE | Taxation Study centre | Kerala | India

2016 – DIPLOMA IN TAXATION | Taxation Study centre | Kerala | India