

# ASIF ABDULLA ABDUL KHADER

Bachelor of Commerce – Finance Analyst



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## SUMMARY

A well rounded professional Accountant with 3 year of experience with Local and international exposure in Accounting works

I am currently looking for a new opportunity in a MNC to grow professionally

- Age - 21
- Location – Dubai
- Visa – Visit Visa Valid till 14<sup>th</sup> July
- Notice period None
- Bachelor degree with UAE attestation
- Marital Status: Single
- 0553094718
- Passport P8849039 Valid till 2027

## WORK HISTORY

### Accountant

#### Kolikara Sales Corporation,

Kasaraqod, Kerala (Oct 2022 – May 2023)

#### ➤ Project-Parle Products Pvt Ltd.

(Scope-worth over 25 Million Rupees).

- Utilize accounting system, billing system, spreadsheet and presentation software.
- Perform various complex account analyses and reconciliation.
- Summarize current financial status by collecting information, preparing balance sheet, profit and loss statement and other reports.
- Verify, allocate, post and reconcile transactions.
- Produce error free accounting reports and present their results.
- Prepare financial statements and produce budget according to schedule.
- Direct internal and External audits to ensure compliance.
- Support month-end and year-end closeout process
- Ensure timely bank payments.
- Report on the company's financial health and liquidity.
- Reinforce financial data confidentiality and conduct database backups when necessary.

### Accountant

#### Ken Marketing,

Kasaraqod, Kerala (April 2020 – Aug 2022)

#### ➤ Xiomi Technolgy India Pvt. Ltd.

(Scope-worth over 10 Million Rupees).

- Manage all accounting transactions.
- Prepare budget forecasts.
- Publish financial statements in time.
- Handle monthly, quarterly and annual closings.
- Reconcile accounts payable and receivable.
- Ensure timely bank payments.
- Manage balance sheets and profit/loss statements
- Report on the company's financial health and liquidity.
- Reinforce financial data confidentiality and conduct database backups when necessary.

## STRENGTH & SKILLS

Analytical  
IQ score:120  
Excellent attendance  
Quick & enthusiastic learner  
Excellent organization  
Time management  
Interpersonal skills

## LANGUAGES

English  
Hindi  
Malayalam  
Arabic (read & write)

## SOFTWARE

Microsoft Office (Word, Excel)  
Tally prime  
Core Stocky

## ACHIEVEMENTS

Awarded Class Topper 2021-2022  
B.Com - PAFGC, Mangalore

Best Outgoing Student- Roll of  
Honour- PAFGC, Mangalore

Participation in National Level  
Undergraduate Fest

Dedicated Service as volunteer of  
Confluenc-22, Commerce Fest

## EDUCATION

- Bachelor of Commerce; B.Com  
(Aug 2019-Sept 2022),  
P A First Grade College, Mangalore, India.  
(Affiliated to Mangalore University)  
(Attested by UAE Consulate)
  - Completed bachelor of commerce with a CGPA of **7.96**  
Gained extensive training and successfully accomplished all courses up to date in B.com
  - Proficient in Accounting and Financial Management.
  - Thorough data analysis with MS Excel. Sound knowledge in Income Tax.
- Diploma in Supply Chain and Logistics Management; Dip.SCM  
(Aug 2019-Sept 2022),  
P A First Grade College, Mangalore, India.  
(Affiliated to Mangalore University)
  - Gained extensive training and successfully accomplished all courses up to date in Dip.SCM
  - Completed a project on the study of the logistic company – DHL