



HABEEB EDACHERI

ACCOUNTANT

CAREER OBJECTIVE

I aim to secure a fitting role within a renowned organization, leveraging my decade-long expertise in Accountant. My objective is to contribute to both my employer and the industry at large by applying my technical prowess, skills, and extensive experience. I am committed to staying current with the latest trends and enhancing my knowledge and abilities. Furthermore, I aspire to join a dynamic team dedicated to personal and organizational growth.

EDUCATIONAL BACKGROUND:

- B.Com- Calicut University, Kerala, India. (2015-2018)
- Plus Two – NHSS Vakayad, Naduvannur. (2013-2015)
- Diploma- DCFA (Tally, Quick Books, Peach Tree).
- Excel, MS Office, Manual Accounting, Computer Basic and Internet

OTHER SOFTWARE KNOWLEDGE:

- Orion (Software)
- I-POS (Software)

EXPEIRIENCE:

- Worked as Accountant in **Talal Group of Companies** from March 2019 to June 2023. Dubai,UAE (4 Years)
- Worked as a Accountant in **Zaina Wedding Mall**, Kerala, India (1 Year)

CONTACT DETAILS:

PHONE: +971- 501572719

EMAIL:

habebedacheri@gmail.com

LANGUEGES:

English, Hindi, Malayalam

SKILLS:

- Problem Solving
- Time Management
- Organization
- Communication
- Software proficiency
- Team Work
- Analytical Skills

PERSONAL DETAILS:

Gender : Male
Date of Birth : 14/12/1997
Marital status : Married
Nationality : Indian

PASSPORT DETAILS:

Passport No : R6082795
Date of Issue : 07/6/2018
Visa Status : Visit Visa

RESPONSIBILITIES:

- 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.
- Compute taxes and prepare tax returns.
- 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.
- Comply with financial policies and regulations.

DECLARATION:

I hereby that the above furnished details are true and correct to the best of my knowledge and belief.

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