

# HAARISH AHAMED

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Location: Dubai, UAE.

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## OBJECTIVES:

Seeking an opportunity as an Accountant where I can apply my skills and knowledge to support the growth and efficiency of an organization. Through my coursework and training, I have developed a solid foundation in Accounting and Finance. I am eager to secure a role where I can seamlessly transition into a dynamic environment, contributing positively to the organization's success while gaining valuable hands-on experience.

## EDUCATION:

**University of Madras,**  
Chennai — M.COM (COMMERCE) July 2020 - June 2022

**THE New College,**  
Chennai — B.COM (COMMERCE) June 2017 - April 2020

## EXPERIENCE:

### World Zone Shipping Services LLC-UAE

**Designation:** An Assistant Accountant specializing in Accounts Receivable (AR) and Accounts Payable (AP) needs to be exceptionally detail-oriented, ensuring accuracy in financial documentation and transactions.

#### Accounts Receivable:

- Credit Management
- Collections
- Reporting and Analysis

#### Accounts Payable:

- Invoice Processing
- Reconciliation
- Software Proficiency

### WELLS FARGO INTERNATIONAL SOLUTIONS PVT. LTD – India | May 2022-March 2024

**Designation:** Associate Operations Processor- Customer transaction executive.

Associate Operations Processor at Wells Fargo, India an experienced professional with a background in operations and analytics. Established solid operational processes and improved performance metrics while managing projects that increased efficiency across the organization. Worked as Associate Operations Processor at Wells Fargo for 2 years.

#### Role and Responsibility:

- Perform manual verification of unrecognized (OCR) information on a Cheques on after deposits.
- Perform quality checks (spot-checks) on already recognized information.
- E-check verification is the process of verifying payment to ensure its legitimate and can be processed by validating the customer's checking account prior to the completion of the transaction. Verification can be used for both in-person transactions and online transactions.
- Process formally checking the well-defined properties of a rule-based system against its formal specification.
- Processing various type of deposit cheques like ATM, Mobile scanned item, wholesale customer, commercial, Retail customer Rejection Item, and Direct deposit.
- Handling escalation cases in case of emergency supporting and extending peers work in their absence.

**RR DONNELLEY INDIA OUTSOURCE PVT. LTD – India | October 2021-March 2022**

**Document Specialist:** Transmitted documents organized revisions and tracked changes.

**Role:** Analyzing style requirements of the Client, allocating Associates Resources to Job Process, Ensuring all the Associates involved in the Job informed about the Style specifications, random Audit Sampling for Quality on Jobs before delivery.

**Responsibility:** Quality Assurance, On-Time Delivery, To keep-up punctuality, work behavior and Financial Report.

**CERTIFICATIONS:**

**Diploma in Office Accounting**

- MS - Word
- MS - Excel
- MS - PowerPoint
- Tally

— Cyber Soft Solutions, Chennai-2019

**Excel Skills Job Simulation**

— JP Morgan Chase & co-2024

**TECHNICAL SKILLS:**

- MS Windows XP / Vista / 7 /11
- MS Office 2007 & 2010 (Word/Excel/Power Point)
- Internet & Mailing Applications
- ERP Systems (NCR)

**Personal Information:**

Father's Name: M.Bagurudeen

Date of Birth: 28-11-1999

Gender: Male

Nationality: Indian

Marital Status: Unmarried

Language Known: English, Tamil & Hindi.

Visa Status: Visit Visa

**Declaration**

I hereby declare that the information stated above is true to the best of my knowledge.

**Signature**

(HAARISH AHAMED .B)