

Linu Baby

Accountant

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I'm a dedicated financial maestro with 2 years of expertise in both accounting and inventory management. Have a knack for precision when it comes to managing finances - from crafting budgets to handling payroll and invoicing with finesse. Additionally, thrive in the art of optimizing inventory, ensuring supplies meet demand seamlessly. Passionate about maintaining financial vitality and orchestrating inventory brilliance. If you're seeking someone who can dance with numbers and choreograph inventory to perfection, look no further - that's me



Websites, Portfolios, Profiles

- <https://bold.pro/my/b8dc-240420083451>



Skills

Logistics Database Management



Purchase Order Generation



Strong Work Ethic



Communication Skills



Web-based Logistics Information Systems



Complex Mathematics



Inventory Tracking



Computer software's



Data Collection



Task Prioritization



New Product Acquisition



Freight Handling



Interpersonal Skills



Logistics Database Management





Work History

Mar 2021 - **Inventory Manager**

Oct 2023

Madang Asian Supermarket, Abu Dhabi, United Arab Emirates

- Maintained sufficient inventory levels to meet customer demands at all times.
- Promoted brand at industry events and through ongoing networking efforts.
- Coordinated with sales teams to monitor product demand trends, adjusting stocking levels accordingly to prevent overstocking or understocking issues.
- Maintained compliance with industry regulations related to inventory control, warehousing safety standards, and reporting requirements.
- Negotiated contracts with outside providers and rates for facility leases to minimize costs to company.
- Completed physical inventory counts each month.
- Decreased stock discrepancies by regularly updating item master data to ensure proper classification and location assignments.
- Established strong relationships with vendors to negotiate favorable terms, driving cost savings for company.
- Implemented a robust forecasting system to optimize stock replenishment based on historical data and market trends.
- Conducted research to address shipping errors and packaging mistakes.

Mar 2021 - **Accountant**

Oct 2023

Al Ruwais Golf Club LLC, Abu Dhabi, United Arab Emirates

- Provided journal entries and performed accounting on accrual basis.
- Prepared and filed tax forms to meet needs of customers.
- Collected and reported monthly expense variances and explanations.
- Improved data collection, financial analysis and financial modeling to optimize practices and retain customers.
- Reviewed business operations and obligations to help organization function at acceptable level.
- Researched technical tax issues to define tax effect or impact of certain tax positions.
- Documented cash, credit, fixed assets, accrued expenses, and line of credit transactions.
- Conducted thorough internal audits to identify discrepancies, recommend corrective actions, and ensure adherence to established policies and procedures.
- Conducted technical and analytical reviews of tax returns to check for accuracy and qualified deductions.
- Maintained integrity of general ledger and chart of accounts.
- Enhanced financial decision-making capabilities by providing timely, accurate information to management through regular performance reports.



Bachelor of Computer Applications: Computer And Information Systems Security



Languages

Advanced (C1)

Intermediate (B1)

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Bilingual or Proficient (C2)



Nationality: Indian

Visa Status: Visit visa

Religion: Christians



Software

