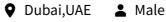
MOHAMMED IRSHAD

Accountant

irshadayanikunnan@gmail.com ↓ +971569039736



October 2020 - April 2023

Malappuram, Kerala, India

PROFILE

Intend to build a career with a reputed and progressing organization with committed and dedicated people which will help me to explore myself fully and realize my potential.

PROFESSIONAL EXPERIENCE

Accountants Assistant UNIRIDE HONDA (Authorized Dealership of Honda Motorcycle & Scooter India Pvt Ltd)

- Prepare Company Debit and Credit Documents
- Prepare Daily and Weekly Audits of Accounts, Vouchers, and Statutory Records
- Conducted Financial Analyse Under Accounts Manager in Every Month
- Reconcile and Maintain Balance Sheet Accounts
- G S T Assistance and E Way Bills, E Invoices
- Trained and Supervised 4 New Employees Ensuring They Maintain High Attention to Detail
- Handling Cash and Bank Transactions

Accounts Trainee **UNIRIDE HONDA (Authorized Dealership of Honda Motorcycle** & Scooter India Pvt Ltd)

EDUCATION

UNIVERSITY OF CALICUT Bachelor of Commerce in Finance

GOVERNMENT HIGHER SECONDARY SCHOOL Plus Two

GOVERNMENT HIGHER SECONDARY SCHOOL SSLC

SKILLS AND TECHNICAL PROFICIENCY

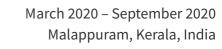
Microsoft Office (Expert in Excel and Word) • Tally Prime and Tally Erp9 • Peachtree Internet and Essential Software • Problem Solving Ability in Accounting • Team Player Data Entry, Browsing, Mailing • Audit • Accounts Receivable And Accounts Payable Financial Analysis • MIS Reporting • Cash flow and Working Capital Budgeting and Variance Analysis • Inventory Management

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2016 - 2019 Malappuram, Kerala, India

2014 - 2016 Othukkungal, Kerala, India

2014 Othukkungal, Kerala, India



PERSONALITY TRAITS

- Positive Attitude and Team Spirit to Work as a Team Member.
- Quick Learner and Motivator
- Willingness to Learn & Update Myself with New Methodologies & Technologies
- Presentation and Good Communication Skills

INTERESTS

Travel • Social Service • Adventure • Art

LANGUAGES

English • Malayalam • Arabic • Hindi • Tamil

COURSES

Diploma Certification In Manual And Computerised Accounting **Accountants Accademy** DCMCA Course Comprises of Following Modules Manual

2019 - 2020 Malappuram, Kerala, India

Accounting, Tally. ERP 9, Peachtree and Microsoft Office

PROJECTS

BANKING HABITS OF RURAL PEOPLE WITH SPECIAL REFERENCE TO MALAPPURAM DISTRICT Academic project for Bachelor of Commerce Finance

'A Study of banking habits of rural people with special reference in Malappuram district. The study find almost rural people in aware in banking'

AWARDS

Special Performance Award UNIRIDE HONDA (Authorized Dealership Of Honda Motorcycle & Scooter India Pvt Ltd)

Outstanding Performance and Lasting Contribution to our Organization In the Month of 2021 August To November.

DECLARATION

I Hereby Declare That the Information Furnished Above is True to the Best of my Knowledge and Belief.

Mohammed Irshad