



PRAKASH WILSON M

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Summary

Detail-oriented Account Manager 14 years of comprehensive experience managing employer-client relationships and developing new business deals. Focused on managing accounts systematically to maximize sales. Dedicated professional successful at introducing new products and expanding network connections.

Experience

SEABREEZE AIR CARGO LLC (UAE) |
AL QOUZ -DUBAI, UAE
Account Executive & Asst. Audit
05/09/2018 – 10/09/2022

- Prepared monthly and year-end closing statements, financial documents.
- Asst. to finalize company financial statement and Tally ERP 9 work.
- Investigate and bank reconciliation activities for the accounting year.
- Handled payment file month wise arrange, Bank Application, All fourteen centre's accounts Payment bills arrange in moth wise file.
- Daily cash collection details & Day Book report to management.
- Preparation of Monthly Financial reports, Monthly Petty cash expenditure details, Overall Due status, Refunds Statement etc.
- Direct experience and knowledge in company Emirates Post Audit works and Emirates Post related works & reports (Form 9) from last 4 years.
- Direct experience and knowledge in Company VAT Audit works and VAT related works.

KNOWLEDGE PLANET CENTER (UAE) |
BURDUBAI-DUBAI, UAE
Senior Accountant
12/2015 - 02/2018

- Prioritized and organized tasks to efficiently accomplish service goals.
- Preparation of Monthly Financial Reports, Daily Collection Report, Monthly Petty cash expenditure details, Overall Due status student record, etc.
- Daily Cheque deposit, Bounce Cheque follow-ups' & collection, outstanding fee list collection, Credit card collection verification, Etc.
- Experience in handling general ledgers, account payables, accounts receivable, sales, billing, etc.
- Proficiency in computer skills for data entry and knowledge of account software's like Tally & Classpro Fee software.
- Handled payment file month-wise arrange, Bank Application, All ten centers accounts Payment bills arrange in moth wise file.

K.V.G MEDICAL COLLAGE & HOSPITAL (INDIA)
| SULLIA, INDIA
Accountant & Audit Asst.
07/2009 - 10/2015

- Prepared monthly and year-end closing statements, financial documents and invoices.
- Calculated and prepared checks for utilities, taxes and other payments.
- Interacted with internal and external auditors to help complete audits and resolve issues.
- Managed accounts payable, accounts receivable, bank reconciliations and payroll function.
- Prepared month-end closing entries for detailed reporting and recordkeeping.

CA ASHA B D SOUZA | MANGALORE (INDIA)
Audit Assistant
04/2008 - 06/2009

- Performed audit procedures to validate financial report data.
- Oversaw annual audits, reducing banking requirements from full audit to compilation based on consistent accuracy of reporting.

Education and Training

Karnataka Open Mysore University, Mysore | MYSORE - KARNATAKA

M.Com

05/2014

Government College (Mangalore University), Vittal | VITTLA - KARNATAKA

B.Com

04/2008

Sri Sathya Sai P.U College, Alike (Karnataka Second PUC | ALIKE -KARNATAKA

High School Diploma

04/2005

Skills

- Tally 7.2, Tally 8.1 & Tally ERP 9 Gold
- PF Software, TDs Software, Source Page Software, Cintiti Health Care Software , Classpro
- MS-Office (Excel, PowerPoint & Word)
- Diploma in Computer Application Course (DOA)
- Processing Payments
- Revenue Generation
- Account Management & Planning
- Cargo Invoice Software

Languages

English: First Language

English:

Advanced

Malayalam:

Advanced

Konkani:

Advanced

Tulu:

Advanced

Hindi:

Advanced

Kannada:

Advanced

Visa Status

Visit Visa : - 90 days

Passport No: - T2492181