Pravith Pp

Accountant

Highly skilled and motivated accountant with 5 years of accounting experience in private sector.Proficient in Microsoft Excel and Sap. Seeking an accounting position where I can gain experience and develop my skills.

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+971 569085312

Sharjah, UAE

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WORK EXPERIENCE

Accountant
Lulu Group international

03/2021 - 05/2024   *Muscat , Oman*

Achievements/Tasks

- Accounts Payable Work
- Vendor Cheque preparation, Reconciliation and making payment on due date
- Payroll management - National staff and expats
- Cash management
- Monthly schedule preparation - Bank reconciliation, Sales reconciliation etc
- Assist auditors in the preparation of monthly , yearly Closings
- Entering business transactions in software (SAP)
- Participate in various departments stock checking process on monthly basis
- Budget preparation

Assistant Accountant
Hotel Dreamland

01/2017 - 12/2018   *Kerala,India*

Achievements/Tasks

- Managing petty cash and making voucher entries
- Entering sales and purchase invoices on to the software (Tally)
- Updating Bank transactions in software
- Assist internal auditor in the preparation of monthly , yearly Closings and tax preparation
- Stock management
- Store management
- Front office management

EDUCATION

Degree of Master of Commerce (M.com) in finance
Mahatma Gandhi University

06/2014 - 07/2016

Degree of Bachelor of Commerce (B.com) in Co-operation
University of Calicut

06/2011 - 04/2014

SKILLS

Excellent knowledge of Ms Office   SAP

Accounting Software Proficiency

Good understanding of Accounting and Book keeping

Tally   Adaptability   Critical thinking

Problem solving   Data Analysis   GAAP knowledge

Attention to detail   Communication

TRAINING & CERTIFICATION

Diploma in Computerized Financial Accounting (07/2014 - 01/2015)

LANGUAGES

English
Full Professional Proficiency

Hindi
Full Professional Proficiency

Malayalam
Full Professional Proficiency

Tamil
Elementary Proficiency

INTERESTS

Accounting   Banking   Finance   Music

Movies   Cricket   Chess   Sudoku   Reading