



RAHID KILACHA VALAPPIL

ACCOUNTANT

CONTACT

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EDUCATION

- Bachelor of Commerce** 2016-2019
GLOCAL UNIVERSITY
- Higher Secondary -NIOs** 2014-2016
NATIONAL INSTITUTE OF OPEN SCHOOL
- Secondary** 2014
BOARD OF SECONDARY EDUCATION KERALA

SOFTWARE SKILLS

- Tally
- Peachtree
- MS Word
- MS Excel

LANGUAGES

- English (Fluent)
- Malayalam (Fluent)
- Tamil (Intermediate)
- Hindi (Intermediate)
- Arabic (Beginning)

PROFESSIONAL SUMMARY

Driven Accountant with three years of experience in financial reporting, account reconciliation, and data analysis. Skilled in streamlining processes, ensuring accuracy in financial records and supporting data-driven decision-making. Seeking opportunities to leverage expertise in finance to contribute to the strategic goals and success of an organization.

WORK EXPERIENCE

ACCOUNTANT

JAN 2022 - NOV 2024

PIONEER GROUP OF COMPANIES

Thottada, Kannur, India

- Prepared monthly financial statements, ensuring accuracy and adherence to accounting standards.
- Reconciled bank accounts recorded transactions and analyzed discrepancies for timely resolution.
- Monitored accounts payable and receivable, processing invoices, and verifying expense reports.
- Assisted in budgeting and forecasting processes, providing financial insights and analysis to support business decisions.
- Conducted variance analysis on financial data to identify trends and recommend corrective actions.
- Ensured compliance with tax regulations by preparing and submitting accurate tax filings and managing related documentation.
- Collaborated with external auditors during audits, providing necessary reports and resolving queries efficiently.
- Streamlined accounting processes to enhance efficiency and maintain adherence to organizational policies.

CERTIFICATIONS

- Advanced Diploma in Computerized Financial Accounting**
College of Commerce, Kannur

PERSONAL DETAILS

- Date of Birth : 24/09/1998
- Nationality : Indian
- Marital Status : Single
- Gender : Male
- Passport No : C3470659
- Indian License

SKILLS

- Financial analysis and reporting
- Bank Reconciliation
- Accounts Payable & Receivable
- Budgeting & Forecasting
- Data Analysis
- Tax Preparation
- Financial Software
- General Ledger Maintenance
- Attention to Detail
- Communication Skills
- Time Management

DECLARATION

I hereby declare that the above furnished information is true to the best of my knowledge and belief. I am liable to be disqualified if any information furnished above is incorrect.