

# ROSMI ABRAHAM

## ACCOUNTS EXECUTIVE



### CONTACT

+971 544653834

rosmiabraham2023@gmail.com

Sharjah,UAE

Available immediately (Family visa)

### SKILLS

- Financial Accounting
- Financial Analysis
- Budgeting and Forecasting
- Microsoft Excel and Accounting Software(Tally ERP9)
- Tally Prime
- Zoho Books
- Team Leadership and Training
- Strong Communication Skills

### EDUCATION

#### Mcom (Finance)

Nirmala College (2019), Muvattupuzha

#### Bcom (Computer Application)

St.George College (2017), Vazhakulam

### LANGUAGES

Malayalam

English

### PROFILE

Experienced accountant with a proven track record of managing financial processes and delivering accurate financial reports. Seeking a challenging accounting role to leverage my expertise in financial analysis, budgeting, and auditing.

### WORK EXPERIENCE

#### Accountant (Sharjah,UAE)

##### Queen Colors Advertisement

Feb 2024 - Apr 2024

- Manage all accounts.
- Make direct phone calls to clients and take payment.
- Invoice Preparation
- Monitoring financial transaction

#### Accounts Executive (Kerala,India)

##### SPEECHLOGIX TECHNOLOGIES PVT LTD

Oct 2019 - Jan 2024

- Manage all accounting transactions.
- Managed all aspects of financial accounting, including accounts payable, accounts receivable, and payroll processing .
- Conducted month-end and year-end closing procedures, ensuring accurate financial statements .
- Assisted in the successful completion of annual audits.
- Provided comprehensive accounting services to a diverse client base, including small businesses, nonprofits, and individuals.
- Worked directly with clients to resolve accounting and financial issues, building strong client relationships.
- Ensure timely bank payments.
- Comply with the financial policies and regulations.

### HOBBIES

- Reading
- Handicrafts
- Writing