



MOHAMMED SHAMEER K M

Audit Assistant

As an Audit Assistant at Lulu Group International, I play a pivotal role in ensuring financial integrity through comprehensive invoice cross-verification, meticulous payment verification, and thorough expenses scrutiny. My responsibilities encompass the critical examination of financial transactions, contributing to the enhancement of audit procedures and compliance standards. Through a commitment to precision and attention to detail, I actively contribute to the organization's financial accuracy and operational excellence.

Contact

- +974 3045 6194
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- Linkedin profile
- Doha, Qatar

Education

Cost and Management Accounting

Institute of cost accountants of India
2019 - Present

Masters of Commerce

Bharathiar University
2019 - 2021

Bachelor of Commerce

University of Calicut
2015 - 2018

Skills

- Reconciliations
- Invoice clients
- Manage accounts payable.
- Manage accounts receivable
- Verification and validation
- Accounting software
- Microsoft excel
- SAP

Experience

Audit Assistant

Lulu group international
Doha, Qatar
Dec 2022 - Present

In my current role, I ensure the accuracy of accounting systems and procedures by verifying accounts receivable and payable ledgers, conducting meticulous checks on bank deposits and payments, and reconciling financial records. Proactively, I recommend new reporting structures to adapt to changing business environments. Additionally, I specialize in the precise validation and verification of invoices, contributing to an efficient and accurate financial record-keeping process.

Accountant

Mithram one stop shoppie
Malappuram, India
Dec 2020 - Feb 2022

Accomplished financial professional with expertise in daily accounting transactions, precise cash management, and payroll preparation. Meticulous in recording and posting financial data, with a keen eye for detail. Proven track record in efficiently handling diverse tasks, including checking timesheets and preparing payroll sheets based on monthly attendance reports. Demonstrates a commitment to accuracy and compliance with accounting standards.

Accountant

K.C.G Material supply
Malappuram, India
July 2018 - Aug 2020

Directed financial operations, overseeing report preparation, managing petty cash, and handling daily and monthly reporting. Responsible for recording entries encompassing assets, liabilities, revenue, and expenses, ensuring meticulous financial record-keeping. Facilitated seamless financial processes and contributed to accurate business insights through comprehensive reports and analyses.

Language

- English
- Arabic
- Hindi
- Malayalam

Certificate

IBAT (Apr 2018 - Dec 2018)
International Business Accounting and Taxation