



Contact Details

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Personal Details

Passport No - U4952425
Nationality - Indian
Marital Status - Married
Gender - Male
Date of Birth - 02/04/1989

Languages

English

Hindi

Malayalam

Area of Expertise

- MS Office-Advanced
- JDE Oracle-Advanced
- Tally- Entry Level

SANOJ K S

Accountant

✓ Career Objective

I aspire to join a reputed organization in which to obtain a position as Accountant and use my knowledge in this field to further boost my career and to assist in the growth of company.

✓ Experience Summary

- 8 Years of Experience as an Accountant.
- 1.5 Years of Experience as an Audit Associate.
- Advanced Level of experience in MS Office and JDE Oracle
- Well versed with documentation and Filling.
- A good team player who can work under minimum Supervision.
- Good communication skill both verbal and written.
- Multi-Task Effectively- Prioritize independently meet tight deadlines at all costs.
- Basic Knowledge in UAE VAT

Career Graph



MAJID AL FUTTAIM RETAIL

Duties and Responsibilities

Accountant (2015 April –June 2023)

- Entering the supplier purchase invoices into the system on a daily basis.
- Find out the discrepancy in the invoice with the GRN.
- Litigating the invoice with the control sheet and LPO.
- Checking the Internal Stock transfer between the stores and the warehouse.
- Supplier reconciliation and sending the SOA towards the supplier for the balance confirmation.
- Issuing Cheque towards the suppliers once SOA has been duly confirmed by the both the parties.
- Bank Reconciliation on daily, weekly and monthly basis.
- Daily Sales Comparison.
- Checking the Bank deposit with the Actual Receipt.
- Petty Cash Management.
- Assisting the Finance Manager in the monthly Closing.

Education Qualification

MBA (Finance)

(Visvesvaraya Technological University, Belgaum, India-2009-2011)

B.com (Co-operation)

(Kannur University Kerala, India 2006-2009)

Commerce

(Higher Secondary Board of Examination-Kerala, India-2004-2006)

SSLC

(Kerala State Board of Examination, India-2004)

KPMG Global Delivery Center Pvt. Ltd (KGDCPL)

Audit Associate from 02/07/2012 TO 20/12/2013

- Auditing the financials of the US based companies.
- Performing procedures like tick and tie, internal consistency, mathematical accuracy, and other important procedures like 3-way match, eGPA procedures, roll forwarding procedures, low judgment procedures.
- Performing the work according to the instructions provided by the engagement Teams in the US.
- Interacting with the US Rotational for any clarification or reviews for the task that has been performed.
- Partnering with the Assistant Managers for any clarification or review, as needed.
- Reviewing work of the team members in the team.

Declaration

I certify that the data furnished above are correct to the best of my knowledge and assure that I may be disqualified if the above details are bound to be Incorrect. If my CV meets with your requirements, I assure that I will carry out the duties entrusted to me loyally and to the entire satisfaction of my Superiors.

Place: Dubai

Sincerely,
SANOJ KS

