

SHAN ABDUL RASHEED

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OBJECTIVE

To contribute to the company as an Accountant, leveraging extensive experience in financial management, cost control, and compliance with GCC VAT and GST regulations to enhance operational efficiency and support project success.

SKILLS

- Financial Reporting and Budgeting
- GCC VAT and GST Compliance
- Cost Control for Projects
- QuickBooks and Tally ERP
- Decision Making and Problem Solving
- Emotional Intelligence
- Team Collaboration

PROFESSIONAL EXPERIENCE

Manager (Operations & Accounts) | The Kosamattam Group - 2023 - Till Date (2 Years)

- Managed financial operations, including budgeting, forecasting, & cost analysis for operational projects.
- Ensured compliance with GST regulations, preparing and filing accurate tax returns.
- Streamlined accounts payable and receivable processes, improving cash flow management.
- Collaborated with project managers to monitor project costs and financial performance.

Accountant | Pearl Divers Store W.L.L - 2021 - 2023 (2 Years)

- Prepared financial statements and conducted monthly account reconciliations.
- Implemented cost control measures for inventory and operational expenses.
- Managed payroll and ensured timely vendor payments.
- Assisted in audits and ensured compliance with GCC VAT requirements.

EDUCATION

Bachelor of Commerce (B.Com) | University of Kerala, Trivandrum, India 2004 - 2007

- Specialized in Accounting & Finance

Higher Secondary Education | Kerala State Board 2002 - 2004

- Commerce & Accountancy

PERSONAL DETAILS

- Date of Birth : 11 October 1986
- Marital Status : Married
- Nationality : Indian
- Passport : S1179176, Valid until 2028
- Indian Driving License : 16/5873/2008

LANGUAGES

- English
- Hindi
- Malayalam (Native)
- Arabic

INTERESTS

- Playing Cricket
- Watching Movies
- Surfing the Internet
- Stock Market Trading

Notes:

Willing to re-locate as per employer instructions.

Available for online interview on 'Botim' App from 9:30am to 4:00pm GST