



Ummarali G

ACCOUNTANT

To obtain an entry level position in a progressive organisation where my acquired skills, training, and experience can be used in full capacity to fulfill the objective of the organisation while achieving personal and professional growth.



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UAE



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SKILLS

Communication skills

Analytical skills

Book keeping

Work under pressure

Time management

Team work

LANGUAGES

English
Full Professional Proficiency

Malayalam
Native or Bilingual Proficiency

Hindi
Limited Working Proficiency

TECHNICAL SKILL

TALLY PRIME

S/4 HANA

SAP FICO

SAP MM

EDUCATION

Bachelor of commerce NEST Institute/Kannur University

2018 - 2021

Payyannur, Kannur

Specialization

▫ Co-operation

Diploma in corporate accounts & Diploma in material management Accountants Service Society

01/2022 - 06/2022

Kochi, Kerala

Higher secondary CHMKSGHSS Perumbatta

2016 - 2018

Perumbatta, Kasaragod

Courses

▫ Commerce with computer application

WORK EXPERIENCE

Accounts Trainee CB Tech

03/2023 - 08/2023

Ernakulam/Kerala

Achievements/Tasks

- Preparing financial documents such as invoices, bills and accounts payable and receivable
- Completing Purchase Order
- Managing Payroll
- Managing company ledgers
- Processing business expenses
- Verifying bank deposits
- Managing day to day transactions
- Filing of GST

CERTIFICATES

GST

Quick book

UAE VAT

MS Excel

DECLARATION

I HEREBY DECLARE THAT THE INFORMATION FURNISHED ABOVE IS ACCURATE TO THE BEST OF MY KNOWLEDGE. I TAKE ENTIRE LIABILITY FOR THE CORRECTNESS OF THE INFORMATION PROVIDED.