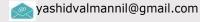
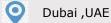


**CONTACT** 

+971581434369





## **EDUCATIONAL QUALIFICATION**

**2023 B.COM -** PURSUING Aligarh Muslim University

# **2018 HIGHER SECONDARY** Kerala Board of HSE

2016 HIGH SCHOOL Kerala Board of HE

## **SOFTWARE KNOWLEDGE**

- MS Office (word, excel & power point)
- Tally ERP 9 & prime
- Peach tree
- QuickBooks
- Hyper BIS

## **LANGUAGES KNOWN**

English, Hindi & Malayalam

### PERSONAL INFORMATION

Nationality: Indian
Marital status: Single
D.O.B: 07/10/2000
Passport no: U7802551

## YASHID VALMANNIL

### PERSONAL PROFILE

Looking forward to work in simulation and challenging environment that will convert my potential into performance and recognition for hard work, honesty and sincerity thereby contributing to the growth of the organization and me.

### **EMPLOYMENT HISTORY**

### **JUNIOR ACCOUNTANT**

BIGDAYS HYPERMARKET, MALAPPURAM, KERALA (JULY 2022 - OCT 2023)

- Manage all accounting transactions
- Reconcile accounts payable and receivable
- Bank reconciliation and check the financial reports daily
- Data entry and check the all the bill was entered
- Coordinating with managers, executives and the accountants of the team.
- Handle monthly, quarterly and annual closings
- Assist to senior accountant

#### **ASSISTANT ACCOUNTANT**

AMTRIX VENTURES L.L.P MALLAPURAM, KERALA (JUN 2021- FEB 2022)

- · Data entry and order processing
- Create and update expense reports
- Answering and directing calls & mails
- Administrative support.
- Helps to Purchasing and receiving operations.
- Assist to senior

## **JOB TRAINING & CERTIFICATIONS**

## **Advanced Business Accounting and Taxation (ABAT)**

- Goods and Service Taxing (GST) & GCC VAT
- Payroll and its components.
- Financial reporting using tally & Financial statements finalizing.
- Excel and MIS reporting.

### PROFESSIONAL AND PERSONAL SKILLS

- Interpersonal communication.
- Paying attention to detail
- Leadership and professional effectiveness.
- Ability to work under pressure
- Active listening.
- Book keeping skill
- Arabic typing
- Ability to handle sensitive, confidential information

### **DECLARATION**

I hereby solemnly declare that the above information furnished, and the statements given are true, correct and complete up to my knowledge.

YASHID V M