



SHEFEEQUDHEEN AS

ACCOUNTANT

DIPLOMA IN INDIAN AND FOREIGN ACCOUNTING with 2years of experience in public accounting, Looking for an opportunity in a fast growing company to build out best accounting practices and make accounting a competitive advantage within the organization

Contact

Phone

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Email

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Personal data

Address

Hor la anz
deira ,dubai

Visa

Visiting visa

Passport

U9503718

Education

B.com

BACHELOR OF COMMERCE

Rabindranath Tagore University
2019/2022

DIFA

Diploma in India and Foreign Accounting
ICS - INDIA groups of institutions
2021/2023

Expertise

- TALLY PRIME.
- TALLY ERP 9.
- MYOB.
- WINGS
- EX NEXT GENERATION
- MS OFFICE
- QUICK BOOK
- PEACH TREE
- DACEASY

Language

ENGLISH

MALAYALAM

Experience

03/2021 - 10/2023
DIWANIYA MARKETING
Accountant

ACHIVEMENTS/TASKS

- Collected and analyzed clients' data and financial transactions documenting accounting control procedures.
- Maintained financial records and ensure proper recording of operations required to the financial workflow.
- Ensured process compliance and accomplish other tasks relevant to monetary policies, regulations, and legislation.
- Managed the development and improvement from a handbook system to a computerized environment.
- Produce profit and loss statements and other financial reports, including audit vendor list price.
- Prepared month-end balance sheet reconciliations including but not limited to recording transactions, creating reports, tracking income, and checking expense figures for accuracy and legitimacy.

AREAS OF EXPERTISE

- Maintenance accounts payable , receivable
- Prepare tax and tax returns
- Ledger reconciliation
- Budgeting & Forecasting
- Payroll tax accounting
- Expense account variance
- Financial planning & Strategy

Reference

IMAM SALIH

CEO / DIWANIYA MARKETING

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