

ADIL M

ACCOUNTANT

CAREER OBJECTIVE

To Secure a responsible position in account management and serve as an account representative sharing my breadth of experience and abilities effecting mutual employee and employer growth and success.

WORK EXPERIENCE

Accountant

Abona food products | Nov 2022 -Nov 2023

- All accounting works including book keeping, payroll Preparation, maintenance of stock and petty cash etc.
- Maintaining accounts payable and receivables.
- Preparation of inventory reports.
- Preparation and controlling of payroll.

Junior accountant

Tandem bikes | Sep 2021 - Oct-2022

- Handling and maintaining accounts up to finalization
- Preparation of purchase and sales registers.
- Maintenance of accounts payable and receivables.
- Preparation of financial statements
- Maintain wholesale and retail accounts

TRAINING & CERTIFICATION

Post Graduate Diploma in Practical Corporate Accounting

Accounts solutions | Oct 2020 - Jul 2021

- 8 month practical training of all types of business such as trading, manufacturing, MNCs, hotel, school etc.
- GCC VAT, GST, tax return filing.
- Bank reconciliation
- practical experience in SAP FICO ,tally prime ,Excel

EDUCATION

Bachelor of commerce

University of calicut | 2020



CONTACT ME AT



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Dubai,UAE

Date of birth : 29-11-1997

Nationality : India

SKILLS SUMMARY

- Team work
- Attention to detail
- Communication
- Adaptability
- Time management

TECHNICAL SKILLS

- SAP FICO
- Tally prime
- MS office
- Quick books

LANGUAGE

- English
- Malayalam
- Arabic (read,write)