NANAHOM HTILA



poboxuaq314@gmail.com

058-6348284

Umm Al Quwain, UAE

SKILLS

Tally

Accounting ERPs

MS OFFICE

Data Trend Analysis

Accounts payables/ Receivables

INTERESTS

Reading

Travelling

Volunteering

Badminton

LANGUAGES

English

Arabic

Hindi

Tamil

Malayalam

OBJECTIVE

To work in an organisation which provides me with ample opportunities to enhance my skills and knowledge along with contributing to the growth of organisation. To challenge myself and create a more dynamic environment around me which lead to the greatest prosperity of the enterprise.

EDUCATION-

M.COM ONGOING

Indira Gandhi National Open University

CMA INTERMEDIATE ONGOING

INSTITUTE OF COST ACCOUNTANTS OF INDIA

B.Com Taxation Completed on 2022

University Of Kerala S

CMA FOUNDATION Completed on 2021

INSTITUTE OF COST ACCOUNTANS OF INDIA

CMA CAT LEVEL 2 Completed in 2021

INSTITUTE OF COST ACCOUNTANTS IF INDIA

CMA CAT LEVEL 1 Completed on 2020

INSTITUE OF COST ACCOUNTANTS OF INDIA



EXPERIENCE-

AL MUTHAKAMAL DOCUMENT CLEARENCE

I had an amazing 6 months with the team. My key responsibilities were Documentation, customer service, and administration.

GENERAL STORES

Had 2 years experience in general stores in UAE and the key features Included market sales person, VAT filings, management of book keeping operations maintain healthy relation with customers, draft accounts, etc.

Had 1 year experience in GST filings and document clearance services in India.

DETAILS

Passport No - N1828601
Date of Issue - 29/10/2015
Date of Expiry - 28/10/2025
Visa Status - Employment Visa

Driving License (UAE) NO. - 83230

License Type - Light Motor Vehicle



SELF DECLARATION

I hereby declare that the facts given above are genuine to the best of my knowledge and belief.