



NITHIN MOHAN N

ACCOUNTANT



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PROFILE SUMMARY

An enthusiastic with highly motivated and leadership skills.

Am always willing to innovate the new things which can improve the existing technology.

PERSONAL QUALITIES

- Highly motivated and eager to learn new things.
- Strong motivational and leadership skills
- Ability to produce best results in pressure situation
- Excellent communication skills
- Ability to work individual as well as group.

EDUCATION

- Higher secondary (2013-2015)
- Bachelor of commerce (2015-2018)
- Master in business Administration (MBA)

PERSONAL DETAILS

DOB : 01.09.1997
Nationality : Indian
Gender : Male
Marital status : Single
Passport No : P5866447
Visa status: : Residence

PROFESSIONAL QUALIFICATIONS

- Diploma in Tally, peach tree, Quick books and trade easy
- Certified Ms professional expertise in MS word,Excel& Out look.
- VIBES Qualification with one year experience certificate under BHARATHIYAR UNIVERSITY

WORK EXPERIENCE

- ✓ **2018** Joyalukkas India Private Limited
- ✓ **2020** Accountant and Sales executive
 - Attends business meeting on behalf of company with clients to bring sales.
 - provides administrative support to both staff and mangers.
 - Directly report to management and coordinate with all departments.
 - Advising customers on product ranges on best suited to their needs.
 - Focusing on up selling/ cross selling
 - Maintaining customer relationship to build long term brand loyalty
 - Handling new launches, promotions of products
- ✓ **2021** Union Jewelles LLC (DUBAI)
- ✓ **2023** Accountant (Jewellery Wholesale Department - At Present)
 - Preparing managerial accounts and provides administrative support to both staff and mangers.
 - Preparation of Journal entries, profit and loss accounts and balance sheet
 - VAT return
 - Preparing tax invoices and purchase for exports and imports

LANGUAGE SKILLS

English • Hindi • Malayalam

DECLARATION

I hereby declare that all the above given informations are true to my knowledge and belief.