



AJAY SANKAR

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OBJECTIVE

To work in a challenging environment to explore skills and talent in an organization that offers professional growth while being resourceful and innovative.

PROFILE SUMMARY

A professional Accountant, I begin my carrier as an accountant at 'SREE GANESH TIMBERS'. Then After 4 Years of Experience in Accounting Practices, I moved to 'SPRINGS YEMAHA' As a Sales Executive. Then I moved to 'MASTER FREEZE FOODSTUFF TRADING LLC, UAE' I am Currently still there. Learned a lot about accounting practices and methods and am qualified enough to do accounting work and accounting software. Also, I have learned some terms of inventory management and control works as new. Academically, I have a bachelor's degree in finance taxation from 'Mahatma Gandhi University and am boosted by several courses and training to enhance my experience.



EDUCATION

2012 - 2015

Mahatma Gandhi University

B.COM - Finance & Taxation

ILAHIA College of Arts & Science
Muvattupuzha,

2010 - 2012

Kerala Higher Secondary School

Commerce with Computer Application

M.G.M Higher Secondary School
Kurupampaddy,

2010

Kerala Board of Public Examination

SSLC

Govt. Higher Secondary School
Perumbavoor - Kerala



PROFESSIONAL EXPERIENCE

- **MASTER FREEZE FOODSTUFF TRADING L.L.C - UAE**, Designation accountant Duration from January 2022 to January 2023.
- **SPRINGS YAMAHA ERNAKULAM - INDIA**, Designation Sales Executive Duration from 5th July 2019 to 31st October 2021.
- **SREE GANESH TIMBERS ERNAKULAM - INDIA**, Designation Junior Account Executive Duration from 9th November 2015 to 9th June 2019.



JOB RESPONSIBILITY

- Preparing daily cash book, collections of bills payments, and payroll.
- Creating periodic reports, such as balance sheets, profit & loss statements, etc.
- Maintaining accurate financial records.
- Banking activities related to company credentials for deposit, withdrawal, transfer, and others.
- Performing audits and resolving discrepancies.
- Presenting data to investors, managers, and other entities.
- Computing Taxes.
- Inventory control and Management.
- Assisting management in the decision-making process by preparing needed analyses and reports.
- Other duties assigned by the management.



REFERENCE

Mr. Anas Kadamthody

Operations Manager - Production Department, Master Freeze Food Stuff Trading LLC Dubai - U.A.E. - Mob: +971 55 139 1299

PERSONAL DETAILS

Date of Birth : September 21, 1994
Nationality : Indian
Languages Known : English, Hindi, Malayalam, and Tamil

PROFESSIONAL SKILLS

- More than 6 years of experience in accounting
- Proficiency in computerized accounting based on tally ERP.9.0 and ERP Prime.
- Knowledge of Banking terms and conditions
- Effective communication, interpersonal skills, and a team player. Interact positively with a wide range of people and establish relationships based on respect.
- Exceptional problem solver for the improvement of the business process.

PERSONAL SKILLS

- Proficiency In most Accounting Software.
- Knowledge Of General Business Practices.
- Ability To Analyse Data.
- Strong Mathematical Skills.
- Time Management Skills.
- Ability to adapt and learn new skills.
- Communication skills and Customer Relations.
- Proficient presentation skills.

INTEREST

- Accounting
- Auditing
- Inventory Management
- Business Development

TECHNICAL SKILLS

- Tally Prime
- Tally ERP 9
- Visual Basic
- MS Office Suite