

# ABHILASH M S

## Account Manager

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### PROFILE SUMMARY

Highly skilled and versatile professional with 7+ years of diverse expertise in accounting management, sales leadership, and comprehensive financial oversight. Proven track record in driving sales, managing accounts, and ensuring financial accuracy and compliance. Seeking opportunities in accounting or cashier roles to leverage extensive experience and strong financial acumen, delivering meticulous attention to detail and exemplary customer service.

### EMPLOYMENT CHRONICLE

**CASHIER** | 01 Aug 2023 – 30 Nov 2023

**EBIX CASH WORLD MONEY, TRIVANDRUM, KERALA, INDIA**

#### KEY RESPONSIBILITIES

- Efficiently managed and executed currency exchange services at Indian Airport Money Exchange, ensuring smooth transactions for travelers and customers.
- Oversaw the procurement of foreign currencies for export and managed inter-branch transfers to maintain optimal currency stocks.
- Conducted internal audits and diligently tracked documentations to ensure compliance with financial regulations.
- Ensured accurate remittance of funds to customer accounts and provided prompt, courteous responses to customer queries.
- Actively engaged in airport business acquisitions, conducted business briefings, and maintained high-quality business reports.

**ACCOUNTS MANAGER & SALES** | 01 Jul 2017- 31 Jul 2023

**MODERN SMILE CARE AND HEALTH CARE GROUP, TRIVANDRUM, KERALA, INDIA**

#### KEY RESPONSIBILITIES

- Formulate and execute strategic sales plans, identifying new business opportunities, and expanding client base while ensuring alignment with financial objectives.
- Oversee key client accounts, nurturing relationships, understanding client needs, and providing tailored solutions to drive customer satisfaction and retention.

### ACADEMIC CREDENTIALS

#### **BACHELOR OF COMMERCE (CO-OPERATION) | 2021**

- Kerala University

#### **VOCATIONAL HIGHER SECONDARY (ACCOUNTING & AUDITING) | 2016**

- Board of Vocational Higher Secondary Examination, Kerala, India

#### **SSLC | 2014**

- Board of Public Examination, Kerala, India
- St. Joseph's Higher Secondary School, Trivandrum

### COMPUTER PROFICIENCY

- MS Office
- Typewriting English (lower & higher)
- Basic Operation
- Internet & Email

### LANGUAGES KNOWN

- English
- Malayalam
- Hindi
- Tamil

PERSONAL STRENGTHS

- **FINANCIAL REPORTING:** Ability to prepare and analyze financial statements (income statements, balance sheets, cash flow statements) accurately.
- **TAXATION KNOWLEDGE:** Understanding tax laws, deductions, and compliance regulations for accurate tax filing and reporting.
- **CASH HANDLING:** Proficiency in handling cash transactions, including receiving payments, giving change, and maintaining cash registers.
- **CUSTOMER SERVICE:** Excellent customer service skills to assist customers, resolve inquiries, and ensure a positive experience at the checkout.

INTERESTS



Songs



Travelling



Reading

- Lead, mentor, and motivate sales teams, setting targets, providing guidance, and facilitating training to maximize their performance and achieve revenue goals.
- Conduct financial analysis to assess sales performance, monitor profit margins, and forecast sales trends, providing insights for effective decision-making.
- Manage accounting functions, overseeing accounts receivable, accounts payable, and general ledger activities to maintain accurate financial records.

ACCOUNTS TRAINEE | 08 Sep 2016 – 07 Sep 2017

ISRO, VSSC KERALA, INDIA

KEY RESPONSIBILITIES

- Completed a comprehensive one-year training program focused on accounting procedures and financial management within the ISRO's accounts section.
- Assisted in financial data analysis, reporting, and budget planning under the guidance of senior accountants.

TRAINING

ON THE JOB TRAINING | 09 Nov 2015 - 28 Nov 2015

TAX CONSULTANCY

- Gained hands-on experience in tax consultancy, involving tax computation, documentation, and advisory services.
- Assisted senior consultants in preparing and filing tax returns for clients, gaining insight into taxation laws and regulations.

PERSONAL DOSSIER

Gender : Male  
Date of Birth : 05/06/1998  
Nationality : Indian

PASSPORT DETAILS

Passport Number : X9595892  
Date of Expiry : 14/06/2033  
Place of Issue : Trivandrum

DECLARATION

I hereby declare that the above-mentioned information is true and I bear the responsibility for the correctness of the above-mentioned particulars.

ABHILASH M S