



MUHAMMAD FAZIL P. F

Accountant

CONTACT ME

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📍 Panikkaveetil House,
Chettuva Toll,
Orumanayoor (p/o),
Thrissur.

PERSONAL PROFILE

Date of birth : 14-02-2001

Nationality : Indian

Sex : Male

Marital Status : Single

Passport No. : T9602061

Visa Status : Visit visa

LANGUAGE SPEAK

- ENGLISH
- HINDI
- MALAYALAM

➤ **CAREER OBJECTIVES**

To pursue highly challenged career by investing my knowledge, experience and ideas to develop high caliber professional skills and effective management technique through an innovation and socially committed organization

➤ **WORK EXPERIENCE**

ARUN BIJOY & CO

CHARTERED ACCOUNTANTS (CA) FIRM

1 Year Experience As Accountant in India
(January 2023-December 2023)

- Preparing balancesheet & profit and loss A/C
- Reconcile accounts payable and receivable
- Assisting Auditing process
- GST calculation and GST filing of clients
- Monitoring and reviewing system reports
- Data entry
- Bank reconciliation
- Manage all accounting transactions
- preparing financial statement

➤ **EDUCATION**

BACHELOR OF BUSINESS ADMINISTRATION

University Of Calicut
2019-2022

VOCATIONAL HIGHER SECONDARY

Islamic Higher Secondary School
2017-2019

SSLC

IDC English H S Orumanayoor
2017

➤ **COMPUTER SKILL**

- Tally Prime & Tally ERP9
- MS Office (Excel, Word, Power point)
- VAT
- GST
- Bookkeeping
- Reconciliation
- Typewriting English (45 Words per minute),
Computer Word Processing.

➤ **DECLARATION**

I hereby declare that all the information made above is true to the best of my knowledge and belief.

MUHAMMAD FAZIL P. F