



MOIDEEN THOUSHIK

PERSONAL PROFILE

Highly organized, efficient a flexible and versatile team players who will work hard and excel in any environment. Dedicated and committed, willing to take on challenging roles, through assignments and work to tight deadlines.

SKILLS

- Communication skills
- Interpersonal skills
- General business knowledge
- Standards of accounting
- Accounts Receivables and Payables
- Book keeping
- Finalization of Accounts
- Accounting Remittance
- Cash Handling

WORK EXPERIENCE

ACCOUNTANT

MARGIN FREE MARKET - Kasaragod, India | 05-2021 – 06-2022

- Verification of daily transactions such as sales and purchase, payments And Receipts.
- Monitored status of accounts receivable and payable to facilitate prompt processing.
- Handled day-to-day accounting processes to drive financial accuracy.
- Responsible for maintaining banking activities including cash deposits, bank payments and daily bank balance report.
- Increasing Customer satisfaction by resolving issues.
- Summarize current financial status by collecting information; preparing balance sheet, profit and loss statement, and other reports.

ACCOUNTANT

M/S ACCOUNTS INDIA - Ernakulam, India | 01/2017 – 06/2019

- Preparation books of Accounts and its finalization.
- Maintain Cash and Accurately record cash transactions.
- Prepare Income statement and Balance Sheet.
- Preparation of Cash flow and fund flow statements.
- Preparation of projected and provisional Balance sheet.
- Payroll preparation and Accounting.
- Preparation of Purchase and Sales registers.
- Bank reconciliation statements.

EDUCATIONAL HISTORY

BACHELOR OF COMMERCE (B.Com)

Kannur University - Kannur, Kerala | 2015 - 2018

CA – FOUNDATION

Institute of Chartered Accountants of India - New Delhi, India | 2018-2019

DECLARATION

I hereby declare that the information contained here is true and correct to the base of knowledge

CONTACT ME AT

Mobile: +971 564375876

Email: thoushisyria@gmail.com

Place: Sharjah, UAE

PERSONAL DETAILS

- **DOB :** 16/12/1997
- **Nationality:** Indian
- **Marital status:** Single

SOFTWARE

- MS Excel
- Word
- Tally ERP9
- Peachtree

LANGUAGE KNOWS

To speak

- English
- Malayalam
- Hindi

To Read & Write

- English
- Arabic
- Hindi
- Malayalam