



NITHIN P RAJ

ACCOUNTANT

AVAILABLE TO JOIN IMMEDIATE

ABOUT ME

Experienced and detail-oriented accountant with over 10 years of experience in financial reporting, analysis, and compliance. Proficient in utilizing various accounting software and adept at preparing accurate financial statements, budgets, and forecasts. Demonstrated ability to streamline processes and enhance efficiency, resulting in cost savings. Strong analytical skills combined with a commitment to precision ensure compliance with regulatory standards and facilitate informed decision-making. Seeking to leverage expertise in a challenging accounting role to contribute to the financial success of a dynamic organization.



WORK EXPERIENCE

4/2017

SCHOOL OF CORPORATE ACCOUNTS-INDIA

Present

- Assisted in preparing financial statements and reports under the guidance of senior accountants.
- Collaborated with cross-functional teams to streamline accounting processes and improve efficiency.
- Conducted reconciliations of bank statements, accounts receivable, and accounts payable.
- Participated in budgeting and forecasting processes to support financial planning initiatives.
- Contributed to the analysis of financial data to identify trends and discrepancies.
- Prepared and processed journal entries and maintained general ledger accounts.
- Proficient in SAP FICO and MM
- Good working experience in manual accounting in company firm and partnership firm and soleproprietorship firm
- Good working experience in GST (IGST. SGST. CGST
- Proficient in payroll systemm

2015

Indian Medical Association

2016

(Health Scheme) INDIA

- Managed the financial affairs of the local chapter, including budget planning, exp ense tracking, and revenue management.
- Conducted regular financial analysis to identify trends, anomalies, and areas for improvement.
- Presented financial reports to the executive committee, providing insights and recommendations for financial decision-making.
- Oversaw the allocation of funds for various initiatives and programs, ensuring optimal resource utilization.
- Presented financial reports to the executive committee, providing insights and recommendations for financial decision-making.

2014

B. Hari Kumar & Associates

2015

Chartered Accountant, INDIA

- Managed year-end closing procedures, including accruals, provisions, and reconciliations.



CONTACT



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DUBAI



KEY SKILLS

Financial Analysis	<div><div></div></div>
ERP Implementation	<div><div></div></div>
Bank Reconciliation	<div><div></div></div>
Strong analytical	<div><div></div></div>
VAT Filling	<div><div></div></div>
Auditing	<div><div></div></div>
Tax computing	<div><div></div></div>
Book Keeping	<div><div></div></div>
Financial Reporting/MIS	<div><div></div></div>
A/c Payables & Receivables	<div><div></div></div>
Budgeting & Forecasting	<div><div></div></div>
Excellent communication	<div><div></div></div>
Payroll	<div><div></div></div>



SOFTWARE PROFICIENCY

- Tally prime GCC VAT ERP , ERP9
- MS Excel MS Word Master in
- Computerized Financial
- Accounting
- Peach Tree



LANGUAGES KNOWN

- English
- Hindi
- Malayalam
- Tamil



PASSPORT DETAILS

Passport No : L 4737223
Date of issue : 11.10.2023
Date of expiry : 11.10.2033
Place of issue : KERALA
Visa : Visit Visa



PERSONAL DETAILS

Date of Birth : 11/06/1991
Gender : Male
Marital status : Unmarried
Nationality : Indian



REFERENCE

- School of corporate accounts
Palarivattom
Phone: 0484,4023575,
+91974499776
- Indian medical association
Phone: 9746057577
- B. Hari Kumar associates chartered
accounts
Phone: 0474-2652934, 9847076934
- Sree Sankara Vidya Peedom
Pathanapuram

- Conducted internal audits to assess the effectiveness of internal controls and compliance with policies and procedures.
- Prepared and filed corporate and individual tax returns, ensuring compliance with tax laws and regulations.
- Mentored junior staff members, providing guidance and support to develop their technical skills

2013

Sree sankara vidya peedom - INDIA

2014

- Managed the day-to-day financial operations of Sree Sakkara Vidya Peedom, including budgeting, forecasting, and cash flow management.
- Provided financial analysis and insights to support strategic decision-making by management.
- Cultivated strong relationships with clients, serving as a trusted advisor on financial and business matters.



EDUCATION BACKGROUND

2015

MBA (Finance)

2013

Bachelor of Commerce (B.COM)

University of Kerala, India

2009

Higher Secondary

2007

Secondary – Kerala Board

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DECLARATION

I hereby declare that all the details mentioned above are in accordance with the truth and fact as per my knowledge and I hold the responsibility for the correctness of the above-mentioned particulars.

NITHIN P RAJ