



## CONTACTS



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UAE



In/yeswanthtmanesh

## SKILLS

- Team player
- Communication skills
- Multi-tasking
- Diligent
- Organized
- Quick learner
- Proactive
- Attention to Detail
- Multi-tasking
- IT skills

## LANGUAGES

Malayalam



English



Hindi



## INTERESTS

- Designing
- Health & Fitness
- Content creation
- Artificial Intelligence

# YESWANTH T MANESH

## ACCOUNTANT

Driven finance professional with experience in accounting and administration. Eager to leverage my knowledge and skills to contribute to the success of a forward-thinking organization. Committed to continuous learning and growth, with the goal of innovating and excelling in the dynamic world of finance.

## EXPERIENCE

### ACCOUNTANT AND ADMIN CLERK

Nov. 2020 – Jun. 2024

FAMILY HEALTH CENTRE VELOOKKARA, DHS KERALA – THRISSUR, INDIA

#### Major accomplishments:

- Provided accounting and clerical support to supervisory and executive staff through assigned tasks.
- Managed the preparation of bank deposits, general ledger entries, and financial statements.
- Processed invoices and expense reports, ensuring accuracy and adherence to company policies and procedures.
- Assisted with basic IT troubleshooting, including resolving software issues, configuring hardware, and offering technical support to end-users.

### ACCOUNTANT

Jun. 2018 – Oct. 2020

PITTAPPILLIL AGENCIES IRINJALAKUDA – KERALA, THRISSUR, INDIA

#### Major accomplishments:

- Maintained cash and accurately recorded cash transactions.
- Managed the daybook and ledgers to ensure accurate financial tracking.
- Maintained purchase and sales registers to track transactions effectively.
- Created projected and provisional balance sheets for forecasting purposes
- Monitored accounts payable and receivable, ensuring timely reporting of monthly statements of accounts.

### ACCOUNTANT

Apr. 2017 – May. 2018

ACCOUNTS INDIA ERNAKULAM – KERALA, THRISSUR, INDIA

## EDUCATION

### BACHELOR OF COMMERCE (FINANCE)

2018

UNIVERSITY OF CALICUT

## SOFTWARE SKILLS

- Tally
- Wings
- MS Office (Word, Excel, Power Point, Outlook)
- Adobe Photoshop,
- Adobe Premiere Pro
- Adobe Acrobat DC

## ADDITIONAL INFORMATION

Date of Birth: 15/07/1997 | Nationality: Indian | Visit Visa Expiry: 28/08/2024  
Passport No: S4996556 | Date of Issue: 02/07/2018 | Date of Expiry: 01/07/2028