



LIYA SHELLY

MBA Graduate in Finance

liyapault@gmail.com

+971 524565219

Al Ain, United Arab Emirates

[linkedin.com/in/liya-shelly-895892187](https://www.linkedin.com/in/liya-shelly-895892187)

An articulate, meticulous and tech-savvy individual who is seeking to pursue a career with an esteemed organization, which calls for extremely high levels of leadership qualities and strategic abilities, with the goal of steering finance and accounts operations to enhance the company's profitability and productivity.

WORK EXPERIENCE

Trust us Management LLC ADAFZ, Abu Dhabi

06/2019 - 06/2020

UAE

Served as an assistant accountant from 06/2019 to 06/2020

Achievements/Tasks

Stock book, Cash book

Balance Sheet

Receivable, Payable

Statement of Accounts & Reconciliation

Letter of Credit

Red Skyline Electromechanical LLC, Abu Dhabi

01/2017 - 05/2017,

UAE

Served as an assistant accountant from 01/2017 to 05/2017

Al Sharq Bldg. Equip Tr&Rental LLC, Sharjah

01/2016 - 12/2016,

UAE

Served as an assistant accountant from 01/2016 to 12/2016

Achievements/Tasks

Stock book, Cash book

Balance Sheet

Receivable, Payable

Statement of Accounts & Reconciliation

Letter of Credit

SKILLS

Accounting

Financial Reporting

Time Management

Multi-Talented

Financial Management

Organizational Skill

PERSONAL DETAILS

Date of Birth: 29/07/1993

Marital Status: Married

Passport No: N500910

Place of issue: Cochin

Date of Expiry: 06/12/2025

Visa Status: Husband Visa

Nationality: Indian

TECHNICAL KNOWLEDGE

Tally, Peachtree

MS Office

LANGUAGES

Malayalam

Full Professional Proficiency

English

Professional Working Proficiency

Tamil

Beginning Working Proficiency

Hindi

Professional Working Proficiency

EDUCATION

MBA | HR & Finance

Nirmal College of IT, Chalakudy, MG University

06/2013 - 06/2015,

Thrissur

B Sc Botany

St Joseph's college Irinjalakuda, Calicut University

08/2010 - 03/2013,

Thrissur

Higher Secondary Education

Govt. Girls higher Secondary School

06/2008 - 06/2010,

Irinjalakuda

LIYA SHELly