

**SEBA MARIAM ZACHARIAH**

Address: RAFCO building,  
Flat No: 205, Najda Street, Abu Dhabi.

Mobile no: +971504218744  
+919495006707  
Email id: sebzach@gmail.com

**PERSONAL DETAILS**

Gender : Female  
Date of birth : 15-06-1992  
Nationality : Indian  
Languages known : English, Hindi  
Marital status : Married  
Passport number :S0069605  
Visa status : Husband visa

**CAREER OBJECTIVE**

To pursue a challenging career in the field of Finance and Accounting with constant learning and contribution to an organization which provides challenging work environment and allows me to grow professionally and as an individual.

**PROFESSIONAL EXPERIENCE****AA Accounting & Tax Solutions**

Location: Abu Dhabi  
Duration: November 2023 – currently working  
Position: **Audit Assistant**

**R U Varma & Associates, Chartered Accountants**

Location: Alleppey, Kerala  
Duration: March 2014 – September 2018  
Position: **Article and Audit Assistant**

**Specialized areas:**

- Knowledge in ICV certification & Audit report preparation.
- As Concurrent Audit assistant in various nationalized banks.
- As Statutory Audit assistant in various nationalized banks.
- Knowledge in Project Report preparation and Financial Consolidation.
- Filing of VAT Returns and Income Tax Returns.

**SKILLS**

- Problem solving and decision making capabilities
- Effective leadership calibre and genial to work as a team
- Good analytical skills & ability to learn new things easily
- Adapt to any challenging situations easily
- Good inter personal skills with effective oral & written communication

**EDUCATION**

- **CA**

**CA intermediate** – Cleared group 2 exam

- **MASTER DEGREE**

**MBA Finance**, Bharathiar University, Coimbatore – Passed with 56%

- **GRADUATION**

**B.Com**, Madras University, Chennai (2010-2013) – Passed with 70%

- **SECONDARY & HIGHER SECONDARY EDUCATION**

**XII** – Commerce – Kerala State Board, March 2010 - Passed with 91.25%

**X** – Kerala State Board, March 2008 – Passed with 80%

**PROFESSIONAL STRENGTHS**

- Knowledge in Indian Accounting Standards.
- Knowledge in Tally ERP 9.
- Knowledge in Ms Office.
- High level of integrity, being trustworthy and respectful of confidential information

**CORE COMPETENCIES**

- Accounting
- Auditing
- Concurrent Auditing
- Financial Statements
- Taxation
- VAT

**TRAININGS AND WORKSHOPS ATTENDED**

- Orientation programme conducted by ICAI.
- 100 hours Information Technology Training conducted by ICAI.
- General Management and Communication Skills programme conducted by ICAI.

**REFERENCES**

CA. Udaya Varma R B.Com, FCA

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**DECLARATION:**

I hereby affirm that the data and information provided above are true and correct to the best of my knowledge.

Abu Dhabi,

14-01-2025.

(Seba Mariam Zachariah)