SAHAL FARHAN C.P

Accountant

CONTACT INFO.

📞 +971-055 7280940

@ sahalfarhan333@gmail.com

📍 UAE

KEY SKILLS

- VAT
- Journal entries
- General accounting
- Fixed asset management
- Accountants payable/ receivable
- Problem solving

COMPUTER PROFICIENCY

(Tally)   (MS Excel)

(MS Word)

PERSONAL DETAILES

Date of birth	:	18/03/1998
Gender	:	Male
Nationality	:	Indian
Address	:	Cholayil parambil
		Randathani (PO)
		676510 (PIN)
		Kerala,India

PASSPORT DETAILES

Passport No	:	V2217165
Date of Issue	:	13/09 /2021
Date of Exp	:	12/09/2031
Place of Issue	:	Kozhikode

" I am Passionative and skilled Accountant having 2 year experience and 1.5 year experience in billing, I want to be creative learning and contributing to ward the success of the company "

WORK EXPERIENCE

17/January/2022 - 06/December/2023

Royal Enfield,Kotakkal, Kerala
Accountant

DUTIES AND RESPONSIBLITIES

- Assisting with preparing and monitoring budget assisting with annual audit preparation
- Updateds accounts receivable and issue of invoice
- Bank reconciliation
- Assisting with to financial statements including balance sheet, income statement and cash flow statement
- Maintaining cash book ,petty book
- Calculate and process employe's payroll including salary , benifits, deduction etc
- Branch reconciliation
- Performing other accounting duties and supporting junior staff as
- Prepare daily cash reports and cash entries

18/March/2020 - 08/January/2022

Honda,Tirur, Kerala
Billing

DUTIES AND RESPONSIBLITIES

- Issue invoices to Coustomer's to ensure timely payments, Assist the accounts department
- Maintaining and updated records of chargesto their accounts, Sending reminders ...
- Maintaining customer files after invoicing
- Assisting to work manager to prepare of month end reports

EDUCATIONAL QUALIFICATION

2020-Post Graduation Diploma in Indian and Forgien Accounting (PGDIFA)
2019- B.com with co-operation in Calicut University
2016 - plus two in Navamukuntha H.S.S Thirunavaya

DECLARATION

The above furnished details are true best my knowledge and shall produce certificate up on request