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OBJECTIVE

To work in an organization where I use my skills and knowledge to deliver value added results as well as further enhance my learning and develop my career through long term relationship with a leading organization.

PROFILE AND STRENGTH

A Finance professional with 7 years of total experience to join immediately.

- Hard working & self motivated.
- Ready to work under pressure with minimum supervision.
- Good interpersonal & correspondence skills.

PROFESSIONAL EXPERIENCE

Redha Al Ansari Exchange, Dubai, UAE

Jan 2015 to Oct 2020

Redha Al Ansari Exchange is a leading global remittance and foreign exchange company with branches across the UAE

Designation : ASSISTANT SUPERVISOR

Work Profile :

- Bank remittance.
- Cash handling.
- Preparing monthly target report.
- Dealing with salary payment and salary receipt
- Preparing daily sales report
- Branch supervision
- Mentoring juniors
- Maintaining compliance work
- Maintaining WPS work
- Preparing petty cash
- Customer service.
- Account opening, training and development.

Designation : Accountant

Kairali Heritage is a great option for travellers looking out for resort in Kannur. It is located in Thavakkara

- Handling Accounting day-to-day activities
- Preparation of Expense Voucher
- Preparation of Sales Invoice
- Preparation of Sales Quotation
- Follow up with Customers for payment
- Preparation of Customer Statement of Account Monthly

ACADEMIC PROJECTS

Project Title : “A Study on Financial Performance of Western India Plywood, Kannur, Kerala”

Course : MBA final semester

A Study on Financial Performance of Western India Plywood includes

- Ratio analysis
- Comparative statements
- Common size statements and trend analysis

EDUCATIONAL SUMMARY

Qualification	Board/University	Year	Score
MBA (Finance and HR)	Excel business school, Pallakappalayam Naamakal, Tamilnadu./ Anna University	2013	76%
BBM(Marketing)	Taliparmba arts and science collage,kanhirangad Taliparamba, kannur, Kerala/ Kannur university	2011	55%
12th (HSE)	Government Welfare higher secondary school,cherukunnu,Kannur,kerala	2008	76%
10th (CBSE)	Sree narayana vidya mandir talap , Kannur, Kerala	2006	66%

SOFTWARE SKILLS

- ✓ Tally
- ✓ MS Office
- ✓ D-Mexis Software

INTERPERSONAL SKILLS

- Highly motivated and result oriented
- Honest & Optimistic
- Team Management Skills
- Taking extra initiatives
- Curious to explore and learn new things
- Good performance on Special Assignments
- Ability to work under pressure
- Able to handle multiple tasks simultaneously
- Work effectively in a team or individually

LANGUAGE SKILLS

English, Hindi, Malayalam & Tamil

PERSONAL DOSSIER

Date of Birth	: 3 rd July 1989
Marital Status	: Married
Nationality	: Indian
Notice Period	: Can join immediately

DECLARATION

I VAISHAKH P hereby declare that all the information furnished above is true to the best of my knowledge.

VAISHAKH P