

Abdul Rahman Anas P A

Accountant

As graduate in bachelor of commerce with good knowledge in financial accounting, I'm seeking position where my dedication, creativity and ability to follow through can be utilized for the better growth and profit of company as well myself.



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📍 BANDIYOD, KASARAGOD, KASARAGOD, KERALA, INDIA

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EDUCATION

BACHELOR OF COMMERCE

Kannur University, kerala, India

06/2016 - 04/2019

Courses

- B.com

Diploma in financial accounting

ACE Accounts India

08/2018 - 01/2019

Courses

- Certified in financial accounting

diploma in drafting

CADD Centre Kasaragod

10/2020 - 02/2021

Courses

- electrical plan and layout

WORK EXPERIENCE

Accountant

ATT KASARAGOD

02/2019 - 11/2019

ACCOUNTS CONTRACTORS

Achievements/Tasks

- Passing the journal entries
- Prepare trial balance and financial statment
- Data entry
- Bank reconciliation statment
- Prepare purchase and sales report monthly
- Auditing financial information

ACCOUNTANT

CITY BAGS KASARAGOD

11/2019 - 10/2020

RETAIL AND WHOLSALE DEALER OF CYCLES, BAGS AND TOYS

Achievements/Tasks

- invoice processing
- Prepare monthly report
- Administering payroll
- Inventory reporting
- Reconciliation of account payable and receivable
- Performance appraisal of staffs
- Supervise the sales department

SKILLS

Inter-Personnel Skill

Analytical skill

Dedicated and Hardworking

Ms Office

Tally

Quick book

Peachtree

Quick Lerner

Goal oriented

Time management

Attention to detail

Innovative

Autocad

ORGANIZATIONS

City Bags kasaragod (11/2019 - 10/2020)

ACCOUNTANT

ACCOUNTS CONTRACTORS (ATT) (02/2019 - 11/2019)

CERTIFICATES

FINIAL ACCOUNTANT (05/2019 - 08/2019)

DRAFTS MAN AUTOCAD (10/2020 - 02/2021)

LANGUAGES

ENGLISH

Full Professional Proficiency

MALAYALAM

Full Professional Proficiency

TAMIL

Professional Working Proficiency

INTERESTS

Walking

Listen music

Playing

Traveling

Gardening