



ANSAR ALI PARAVAKKAL

ACCOUNTS and AUDIT ANALYST (B.com, M.com)

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CAREER OBJECTIVE

I am interested to work in a challenging environment, to obtain a position in an organization which can help me to explore my career and vertical growth along with the company. I will utilize best of my skills, organization and at the end of every day the company and I feel satisfied.

KEY SKILLS

- Microsoft Word, Excel, Power Point.
- Operating Systems: Windows XP, Windows 7, Tally Erp9, Peachtree.
- Knowledge of Budgeting and financial Planning.
- Invoice Processing, Accounts receivables.
- Analytical Skills and willingness to learn.
- Relationship management skills with clients and vendors.
- Co-ordination and time management skills.
- Ability to work under pressure and for deadlines.

WORK EXPERIENCE

Position	Audit analyst
Organization	Chart Ford Corporate Solutions LLP
Period	2019 November - 2021 February

Duties & Responsibilities

- Make sure that things are completed correctly and the financial documents for the bank are accurate.
- Make sure the company follows all the business and industry rules and guidelines.
- Analysis of Gulf VAT and GST.
- Return filing of GVAT and GST.
- Provide assistance to internal and external auditors.

Position	General Accountant
Organization	Accounting & Taxation Training Institute, Kerala, India.
Period	2015 August - 2019 October

Duties & Responsibilities

- writing up of books and finalization, cash flow and fund flow management.
- Generation of bank reconciliation statement, income and expenditure statement..
- Generation of MIS reports.

Position	Accountant
Organization	Ethihad Properties
Period	2012 March - 2013March

Duties & Responsibilities

- Preparation of accounting entries.
- Analyzing and documentation of invoices and vouchers.
- Finalization of accounts.
- Checking of payments and receivables.

ACADEMIC QUALIFICATION

Name of the course	Institution/University/Board	Year of passing
Mcom	University of Calicut	2015
B.com	University of Calicut	2011
Class XII	Board of Kerala, India	2008
Class X	Board of Kerala, India	2006

CERTIFICATE COURSES

Name of the course	Institution/University/Board	Year of passing
HDMCA	Accountants academy Kottakkal	2011 July to 2012 February

PERSONAL DETAILS

Date of birth	26-Feb-1991
Marital status	Married
Nationality	Indian
Visa status	Visit Visa (Till 25th June 2021)

ANSAR ALI PARAVAKKAL

SHARJAH, UAE