



# FARHANA VM

ACCA STUDENT

## CONTACT

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LOCATION: Sharjah, UAE

## PROFESSIONAL OBJECTIVE

To work in a challenging professional environment where I can utilize and apply my knowledge and skills to offer quality services to my employer organization where ethical values, teamwork, and overtime work are required which enables my growth along with the organization.

## PERSONAL DATA

DOB: 17 Sept 1999  
GENDER: Female  
NATIONALITY: Indian  
PASSPORT NO: V2389995

## LANGUAGE

English  
Hindi  
Malayalam

## IT PROFICIENCY

MS Office Excel  
MS Office Word  
MS Office Presentation  
Tally ERP9  
QuickBooks

## AREAS OF INTEREST

External Audit  
Internal Audit  
Forensic Audit  
Financial statements preparation  
VAT registration and filing  
Business plan

## EDUCATION

### ACCA (Pursuing)

8 Papers Completed

F1 – F8

### Bachelor of Commerce – Finance, 2018 - 2021

Calicut University, Kerala

Project; Study on Financial Analysis and Interpretation of Coco-Cola Company

### Higher Secondary Education 2016 - 2018

Bharath Vidya Bhavan Valappad

## WORK EXPERIENCE

### Joey & Willy Chartered Accountants, Thrissur - India

Accountant and audit assistant

May 2021 – December 2021

- Prepared financial statements for companies
- Attended stock audit and stock reconciliation
- GST registration, computation, and filing of companies
- Assisted in Bank audits including concurrent audits
- Company registration
- SWOT analysis and Feasibility study
- UAE VAT filing

## SKILLS

- Ability to learn and enhance knowledge rapidly
- Strong analytical, problem-solving skills
- Leadership skill
- Ability to deal with people diplomatically
- Good social contact
- Thrives in team atmosphere
- Ability to work in fast-paced environment and possess positive attitude with confidence.

## CERTIFICATIONS

HP Life online course certification for Basics of Finance.

Tally Academy Certified accountant on Tally ERP9 by Tally Academy.