



Abul Waseem Mohammed






ACCOUNTANT

6 years of professional experience in Accounting and Finance, having experience in preparing and analyzing financial statements. Well versed with local laws & compliances like VAT, ESR, UBO.

Expert Skills

Account Payables	● ● ● ● ●
Bank Reconciliation	● ● ● ● ●
Budget Control	● ● ● ● ●
General Ledger	● ● ● ● ●
Insurance Claims	● ● ● ● ●
Payroll	● ● ● ● ●
VAT Returns	● ● ● ● ●

Contact

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Education History

OSMANIA UNIVERSITY

- MBA Finance, 2013
- B.Com, 2010

Work Experience

ACCOUNTANT

Sultan Hareb International LLC,

U.A.E (Dubai) | 2015 - 2021

- Receivables management, performing aging analysis, monitoring collection, client follow up and timely action.
- PO management from raising PO till payment to the vendor.
- Coordinate with the bank for bank transfers and cheque(s) bounces and maintain the bank reconciliation statement.
- Checking of staff and employee's payroll and ensure timely payment of monthly salaries.

HR & ADMINISTRATION

Huda Suroor Building Materials and

Trading LLC, U.A.E (Dubai) | 2014 – 2015

- Coordinate with PRO and legal team to ensure entity is complying on all fronts.
- Managed insurance for employees, handle the workmen compensation issues and claims for medical reimbursements.

Software Knowledge

- Tally ERP
- Focus, Pact & Peachtree
- Expert in MS Office – Excel, Word, Power point, Outlook.