NAKUL A V
ACCOUNTANT

PERSONAL DETAILS

☎ +91 9605468213
✉ aym.nakul@gmail.com

Address   : Ariyampuram house
              Cheruvaloor P O Thrissur
              Kerala , India
              Pin:680308
Nationality : Indian
D.O.B   : 17 – 04 – 1997
Gender   : Male
Status   : Single

SKILLS

Tax Computing

Auditing

Payroll

Data report & analysis

Invoicing

ERP Implementation

Ledger preparation

Cash handling

Customer service

Reconciliation

Financial statement preparation

Financial accounting

PROFILE

Experienced and result oriented accountant with skills in the role of Business Analyst and expertise in analysing business processes, identifying optimization opportunities, and facilitating data-driven decision-making. Adept at translating complex requirements into actionable insights that drive operational efficiency and strategic growth. Proficient in conducting thorough market research, performing quantitative and qualitative data analysis and collaborating cross functionally to achieve project goals. Looking for a business analyst role that leverages my management expertise while encouraging professional development and internal growth.

ACADEMIC CREDENTIALS

Bachelor of Commerce   **2018**
Calicut University

PLUS TWO   **2015**
Board of higher secondary education Kerala

SSLC   **2013**
Board of public exam Kerala

WORK EXPERIENCE

ACCOUNTS EXECUTIVE   **February 2022 - Till date**
KALLIYATH DEVELOPERS PVT LTD, ERNAKULAM, KERALA

- Conducted financial analysis and prepared accurate financial statements, including income statements, balance sheets and cash flow statements.
- Managed accounts payable and receivable processes, ensuring timely and accurate payments and collections.
- Developed and implemented internal controls to improve financial accuracy and efficiency.
- Assisted with budgeting and forecasting activities to support financial planning.
- Track and control company expenses, ensuring adherence to budgetary guidelines.
- Identify cost-saving opportunities and recommend cost-cutting measures.
- Generate and send invoices to clients or customers.
- Monitor and follow up on overdue accounts, communicating with clients to resolve payment issues.
- Prepare and analyze financial statements, including income statements, balance sheets, and cash flow statements.
- Provide regular financial reports to management for decision-making.
- Assist with internal and external financial audits, providing required documentation and explanations.
- Maintain financial records in compliance with legal and regulatory requirements.
- Ensure data security and confidentiality.
- Utilize accounting software and financial tools to streamline processes and improve accuracy.

LANGUAGES KNOWN

- ❖ English
- ❖ Malayalam
- ❖ Hindi

COMPUTER PROFICIENCY

- ❖ MS Office
- ❖ MS Excel
- ❖ MS Power point

PASSPORT DETAILS

Passport No	: W7498049
Date of Issue	: 09.12.2022
Date of Expiry	: 08.12.2032
Place of issue	: COCHIN
Nationality	: INDIAN

HOBBIES

♛
Reading

♫
Song

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Travelling

CUSTOMER CARE EXECUTIVE   June 2019 - June 2020

PRIWEST GLOBAL SOLUTION PVT LTD

- Interacting with customers via various channels, such as phone calls, emails, chat, or in-person, to address inquiries, complaints, or requests for information.
- Resolving customer problems, concerns, or complaints in a timely and effective manner while adhering to company policies and procedures.
- Demonstrating a deep understanding of the organization's products or services to provide accurate information and assistance to customers.
- Maintaining clear and professional communication with customers, including active listening, empathy, and effective verbal and written communication.
- Assisting customers with placing orders, processing returns or exchanges, and tracking shipments or deliveries.
- Gathering customer feedback and insights to improve products, services, and overall customer satisfaction. This may involve surveys or follow-up calls.
- Effectively managing and de-escalating conflicts or challenging situations with upset or frustrated customers.

DECLARATION

I hereby declare that all the details mentioned above are in accordance with the truth and fact as per my knowledge and I hold the responsibility for the correctness of the above-mentioned particulars.

NAKUL A V