ABHIRAM A NAIR

My Contact

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📍 Kasaragod, Kerala

COMPUTER SKILL

- TALLY PRIME
- PEACHTREE
- QUICKBOOKS
- TRADEASY
- MS EXCEL & WORD
- MS Office
- SAP FICO

PROFESSIONAL SKILL

- Observation
- Decision making
- Communication
- Multi-tasking
- Critical thinking
- Creative
- Embrace team work

Education Background

Master of Commerce-MCOM
Pursuing from IGNOU University

Bachelor of Commerce-BCOM
Nehru Memorial College, Sullia
(2017-20)
Manglore University

Higher Secondary (Plus Two)
GHSS BANDADKA (2015-17)

About Me

To achieve Professional Growth and meeting challenges while being resourceful and innovative where I can utilize my practical exposure and academic achievements to the development of your esteemed organization and thus improvemy career.

Professional Experience

Worked as an Accountant in Accounts Contractors, Kasaragod, Kerala,India from 1st April 2021 to 28th Feb 2022.

Core area of responsibilities:
- Update Accounts receivable and issue invoices.
- Reconcile ledgers and Bank monthly.
- Posting and processing journal entries.
- Preparation of Monthly Reports
- Handling accounts unto finalisation.
- Periodical reconciliation of suppliers and customers accounts.
- General ledger operation.
- Keeping records of debtors, creditors, receipt & payment.
- Processed daily,monthly journal entries for various clients of the company.
- Ensure timely and accurate dispatches of invoices.
- Preparation of year ending schedules and accounts for audit.
- Making bank position.
- Bank reconciliation.
- Salary disbursement and payroll maintenance.
- Managed all petty cash and office supply expense accounts

SAP FICO
- General Ledger Accounting
- Accounts Payable
- Account Receivables
- Asset and Bank Accounting
- Special purpose ledger
- Cost elements Accounting
- Cost centre Accounting

LANGUAGE KNOWN

- English | Hindi | Malayalam | Kannada

CERTIFICATION

- ACE GLOBAL CERTIFIED PRACTICAL ACCOUNTS AND BUSINESS MANAGEMENT
- SAP FICO