

# ANSAL PM

## Professional Objective

To become an integral part of globally reputed firm so that I can utilize my skills and talents for the maximum benefit of the organization. To gain exposure in technical and functional fields whereby I can utilize my skills, enhance personal capabilities and knowledge and thus contribute to the better functioning of the organization.

## EDUCATIONAL BACKGROUND

- **MBA in Finance with International Business from Sree Narayana Guru Institute of Science & Technology N. Paravur, Mahatma Gandhi University, September 2010, with an aggregate of 66.45%.**
- **Bachelor Degree in Economics from Christ College Irinjalakuda, Calicut University, April 2008, with an aggregate of 70%.**
- **Higher secondary in Commerce from G.H.S.S Karupadanna, Board of Higher Secondary Examinations, Kerala, March 2005, with an aggregate of 72.66%.**
- **SSLC from G.V.H.S.S Puthenchira, Board of Public Examinations, Kerala, March 2003, with an aggregate of 66%.**

## WORK EXPERIENCE

### ❖ **Delight International Movers – Qatar (A division of Bin Yousef Cargo Express & Delight Investment Group)**

**Job Title : Accounts Executive/ Administrator**  
**Duration : 2.5 Years (02/01/2016 - Presesnt)**  
**Software Platform : E-freight Suite**

**Note : Strated career in Delight Infotech in January 2016, trainng held at Delight International Movers Abu Dhabi & Dubai for three months (April 2016 – June 2016), then started career in Delight International Movers Qatar from 20/07/2016.**

### **Responsibilities : -**

- Provides financial information to management by researching and analyzing accounting data ; preparing financial reports (Profit & Loss Account and Balance Sheet.
- Documents financial transactions by entering account information.
- Finance and administration woks of the particular division.
- Monthly sales report preparation and submission to management.
- Daily petty cash maintainence.
- Preparation of bank reconciliation statement periodically.
- Prepares payments by verifying documentation, and requesting disbursements through cash, cheque or transfer.
- Follow up of accounts recevables periodically and preparation of the recevables report.
- Prepares special financial reports by collecting, analyzing, and summarizing account information and trends.
- Maintains customer confidence and protects operations by keeping financial information confidential.



### **S/o Majeed P A**

Pottathuparambil (H)  
Kottanellur (PO),  
Pattepdam  
Thrissur District  
Kerala, India

### **Current Address :**

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Airport Road  
Doha - Qatar

**Phone (Qatar) : +974 55513616**  
**Phone (India) : +91 9745459420**

**Email : ansalmajeed71@gmail.com**

## Personal Data

Date of Birth	27/05/1988
Sex	Male
Marital Status	Married
Nationality	Indian

## Interests

- a) Listening Music
- b) Reading
- c) Playing Cricket

## Languages

- i)English
- ii) Malayalam
- iii) Hindi
- iv) Arabic (Read & Write)

## Computer Skills

- ❖ MS Office
- ❖ Tally ERP 9

## ❖ Aptara Learning Pvt Ltd. (Technopark, Trivandrum - India)

Title : XBRL (eXtensible Business Reporting Language)

Duration : 3 years and 6 months (September 30, 2010 – March 31, 2014)

Role : Reviewer

Description : In USA, Securities and Exchange Commission (SEC) made mandatory that every company needs to file their financial statements in XBRL format. By using the Bowne Tagger or Xcelerate Tool we will change these financial statements to the XBRL format. After this conversion will analyze the input (client draft) and output (the result we will get after conversion) and correct if there are any dissimilarities.

Responsibilities: -

- Need to review the mapping done by the analyst.
- Need to prepare quality tracker.
- Support the tagging people while mapping.
- Deliver the files to the clients with in the due time.
- Training to the analyst based on the error report.

### Achievements

- ✓ Rewarded as “Best Employee of the Month “in January 2012 by Aptara Learning Pvt Ltd, Techno park Trivandrum.
- ✓ Worked as Trainer in RR Donnelly, Techno Park Trivandrum for Aptara Learning Pvt Ltd as a part of deputation.

### Project Profile and Organization Study

- ❖ An Organizational Study for one month at NEO WHEELS, NAVI MUMBAI in 2009
- ❖ A Detailed study of “**Working Capital Management**” in KLF Nirmal Industries, Irinjalakuda, Thrissur

### References

- Mr. Dileep Kumar  
Manager – Relocations  
Delight International Movers - Qatar  
Mob: +974 5510 5849  
Email: [dileep@delightmovers.com](mailto:dileep@delightmovers.com)

More References will be furnished upon request.

### Declaration

I hereby declare that all the above information given by me is true to the best of my knowledge and belief and no efforts have been made to falsify any details.

**Ansal P M**



### KEY SKILLS

- Can quickly grasp and learn new technologies
- Ability to analyze problems /issues.
- Willing to shoulder challenges and responsibilities.