

PERSONAL INFORMATION



Badusha thajudeen

- Ismail manzil, Nellipally P.O, Punalur,Kerala
- +91 9567155663
- Badushathajudeen80@gmail.com

Date of Birth : 07/05/1993
Nationality : Indian
Known Languages : Arabic,English,Hindi,Malayalam,Tamil

EXPERIENCE

NEW GEN PHARMA Accountant

- *Currently working as an accountant from july 2nd 2019
- *All accounting entries and work including cheque and handling cash up to financial accounting
- *Bank reconciliation
- *Cash reconciliation
- *Handling outstanding

SHINOJ TRADERS AND GENERAL MERCHANTS,Punalur,Kerala Accountant

25th july 2016 - 15th june 2018

- *Prepared asset,liability and capital account entries by compiling and analyzing account information
- *Documents financial transactions by entering account information.
- *Recommends financial actions by analyzing accounting options.
- *Summarized current financial status by preparing balance sheets,profit and loss statement and other reports
- *Reconciled financial discrepancies by collecting and analyzing account information
- *Completed database backups.
- *Maintained customer confidence.
- *Contributed to team efforts.

LAZZA ICECREAMS,Kochi,kerala

23rd march 2015 - 3rd july 2016

Junior Accountant

- ***Reconciled general and subsidiary bank account.**
 - *Provides financial status information.
 - *Error correction in journal entries.
 - *Maintained general ledger account.
 - *Completed database backups.
 - *Maintained accounting controls by preparing and recommending policies and procedures.
 - *Sales
 - *Purchase
 - *Cheques accounting
 - *Bank reconciliation
 - *Inter-company reconciliation
 - *Sale tax return
-

TECHNICALSKILLS

- 1)**Advanced excel ability °Advanced Formulas. °Tables & Formatting.**
°Conditional Formatting. °Advanced Charting. °Pivot tables & Pivot Reporting.
°VBA & Macros. °Using Excel Productively. °Data Tables, Simulations & Solver.
- 2)ERP experience °SAP °Oracle
- 3)Expertise in data analytics: °R Programming °Alteryx °Google analytics
- 4)Advanced modeling techniques and SQL: °Microsoft SQL and MySQL
- 5)Knowledge of business intelligence software: °SAP business intelligence software
- 6)Microsoft visual basiccapability

7) Microsoft windows, Microsoft word, Powerpoint and Excel
8) Programming languages: ° Java, Python, C++ 9) Experience processing payroll, accounts payable, accounts receivable, and cash receipt functions.
10) Understands tax reporting and GAAP compliance requirements 11) Typing speed: 50-60 Wpm
12) Word processing software: ° Microsoft office and WordPerfect 13) Ledger accounts 14) Bank reconciliation and intercompany reconciliation. 15) SALE VAT, VAT return, GST 16) TCS, TDS, TDS return
17) Accounting software: ° QuickBooks, Zoho Books, Xero 18) Spreadsheet software 19) Sales and purchase 20) Journal entries and data entries 21) Bank entries

EDUCATION

University interacted college, Kerala

Bachelor of commerce with computer application

(Accountancy) 76%

ACHIEVEMENTS

Performed revenue recognition, analysis and forecasting that improved the company's reporting system by over 30%, by implementing correct authoritative literature.

PERSONAL STRENGTHS

- *Problem solving and decision making
- *Teamwork and Communication
- *Initiative and strong work ethic
- *Computer technology
- *Analytical thinking
- *Leadership and organization
- *Attention to detail
- *Adaptability and flexibility

INTERESTS

Accounting
Administration
Supervising
Sales
Manufacturing

DECLARATION

I hereby declare that all the above furnished information given by me is true and correct to the best of my knowledge and belief and i bear the responsibility of the correctness of mentioned particulars.

BADUSHA.T

