

SHAMEER UR

Assistant Manager - Accounts & Audit



Accomplished Accounting professional with 6+ Years of Experience of Audit, Statutory Compliance and Taxation and Streamlining accounts. Possess an M.com and CMA intermediate with a focus in accounting. Seeking to leverage accounting expertise and experience into managerial role.

HIGHLIGHTS

Financial Reporting	Microsoft Excel
MIS	Tally ERP
Projection & Budgeting	Quick Book
Team Work	Taxation and Statutory Compliance

EMPLOYEMENT HISTORY

Assistant Manager Accounts, J E S Motors LLC.

Ras Al Khore , Dubai, UAE

Nov. 2017 – Present

Assistant Manager Accounts & Audit, Directus Consultants Private Limited

Ernakulam, Kerala, India

Mar. 2015 – Oct. 2017

Accounts Executive, Muthoottumini Financiers Ltd

Ernakulam, Kerala, India

Sep. 2014 – Mar. 2015

AREA OF SPECILIZATION

- Generated financial statements and facilitated account closing procedures each month
- Analyzed and researched reporting issues to improve accounting operations procedures.
- Prepare, examine, or analyze accounting records, financial statements, or other financial reports to assess accuracy, completeness, and conformance to reporting and procedural standards.
- Compute taxes owed and prepare tax returns, ensuring compliance with payment, reporting or other tax requirements
- Advise management about issues such as resource utilization, tax strategies, and the assumptions underlying budget forecasts.
- Maintain knowledge of tax code changes, and of accounting procedures and theory to properly evaluate financial information.
- Analyzed monthly balance sheet accounts for corporate reporting.
- Report to management about asset utilization and audit results, and recommend changes in operations and financial activities.

CONTACT

+971 544 095 492
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Dubai - UAE

EDUCATION

ICWAI - Intermediate

June 2016

Institute of Cost Accountants of India

Master of Commerce

April 2015

MK University, Tamilnadu, India

Bachelor of Commerce

March 2013

M G University, Kerala, India

SKILLS

Team Work	<div></div>
Time Management	<div></div>
Decision Making	<div></div>
Work Under Pressure	<div></div>
Adaptability	<div></div>
Computer Skills	<div></div>
Self Motivation	<div></div>

LANGUAGES

English	<div></div>	<div></div>	<div></div>	<div></div>
Malayalam	<div></div>	<div></div>	<div></div>	<div></div>
Hindi	<div></div>	<div></div>	<div></div>	<div></div>

PERSONNAL

27 Years , 10th May 1993

Indian

Married

CERTIFICATES

Information System for Auditing Cost Management & Financial Accounting

April 2014

Institute of Cost Accountants of India