



Hassan Sunkar

Finance and Accounts (ACCA Finalist)



Summary

Analytical, trustworthy, results-driven accountant with 3 years of experience in bookkeeping and accounts, a comprehensive working background in accounting procedure, and vast leadership skills. Strategic planner, proficient in administration and team leadership. Cultivates positive relationships with co-workers, clients, and vendors through efficient communication. Seeking a challenging position in a progressive organization where my talents and knowledge can be utilized and improved.



Experience

2019-01 - present

Senior Accountant

Shining Networks LLC

- Checking, reviewing and finalizing monthly financial reports of the company.
- Assist in internal and external audit activities.
- Report on the company's financial health and liquidity.
- Inventory Costing, Inventory Control and coordinate annual inventory count activities.
- Monitor costing, perform costing analysis.
- Prepares asset, liability, and capital account entries by compiling and analyzing account information.
- Reconciled financial discrepancies by collecting and analyzing account information.
- Secured financial information by completing data base backups.
- Prepared payments by verifying documentation, and requesting disbursements.
- Contributing to a strong client relationship through positive interactions with client personnel.

2015-01 - 2017-05

Accountant

Dahnann Enterprises Ltd

- Handled complete books of accounts independently including books of cash transactions, bank reconciliation, inventory and stocktaking.
- Processed accounts payable vouchers and ensured that all vendor bills were paid accurately and in accordance with policies and procedures.
- Maintained customer confidence and protected operations by keeping financial information confidential.
- Assisted in financial and internal audit.
- Performed monthly financial closing in revenue accounting, accounts receivable and accounts payable.
- Prepared monthly cash flow statements.
- Summarized current financial status by collecting information; preparing balance sheet, profit and loss statement, and other reports.



Personal Information

Address

Muscat, Sultanate of Oman

Phone

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E-mail

hassan_sunkar14@yahoo.com

Date of birth

1995-02-26

LinkedIn

<https://www.linkedin.com/in/hassan-sunkar-447b4317b>

Driving License

Valid Omani Driving license



Software

Microsoft Office (Word, Excel)

●●●●●●
Advanced

Quickbooks

●●●●●●
Advanced

Tally Erp 9

●●●●●●
Good

Sage Accounting

●●●●●●
Good



Skills

Accounting

●●●●●●
Advanced

2017-07 - present

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Education

Jeffery Institute of Professional Studies (JIPS)

Progressing with Professional (Masters) stage in Association of Chartered Certified Accountants (ACCA)

2014-09 - 2017-06

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The University of Nairobi

Completed course in Bachelor of Commerce with Second Class Honors (Upper Division)

2016-01 - 2017-07

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Jeffery Institute of Professional Studies (JIPS)

Awarded the ACCA Advanced Diploma in Accounting and Business

2015-07 - 2015-12

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Jeffery Institute of Professional Studies (JIPS)

Awarded the ACCA Diploma in Accounting and Business.

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References

References available upon request.

Corporate Finance

Good

Attention to detail

Advanced

Deadline Oriented

Advanced

Accountability

Advanced

Time Management

Advanced

Communication

Advanced

🚩 Languages

English

Fluent

Hindi

Fluent

Arabic

Good

Swahili

Fluent