

MOHAMMED RISAN E.K

ACCOUNTANT



About Me

Seeking a position as Accountant where I can utilize my knowledge, abilities and personal skills while being resourceful, innovative and flexible that offers professional growth with the organization.



971553981963



risan122702@gmail.com



Deira, Dubai

LANGUAGE

- ENGLISH
- HINDI
- MALAYALAM
- ARABIC (reading writing)
- TAMIL (speaking)

PROFESSIONAL SKILLS

- Ability to accept any challenge
- with an optimistic perspective
- Work as a team with colleagues and
- desire to learn
- Integral problems
- resolution capacity
- auditing skill
- coordination
- Time management

EXPERIENCE

Accountant - Q HOMES

DEC-2022 TO PRESENT

Key responsibilities:

- Responsible for managing client relationships
- Performed voucher analysis of different clients.
- Preparation of Financial Statements.
- Tax audit by reconciling taxable sales and GST figures
- monthly GST Return filing.

Accountant - CARE WELL CLINIC

MAR-2022 TO NOV-2022

Key responsibilities:

- Responsible for managing client relationships
- Performed voucher analysis of different clients.
- Preparation of Financial Statements.
- Tax audit by reconciling taxable sales and GST figures
- monthly GST Return filing.

EDUCATION

PDCFA (Professional Diploma In Computerized Financial Accounting)

IET CAMPUS
FEB-2022

BACHELOR OF COMMERCE : COMPUTER APPLICATION Standing arrears
SARDAR PATEL UNIVERSITY Balaghat
2019-2021

HIGHER SECONDARY : COMMERCE IN COMPUTER APPLICATION
IUHSS HIGHER SECONDARY SCHOOL KOTTAKKAL under the Kerala Hse Board
2016-2018

HIGH SCHOOL
PKMM HIGHER SECONDARY SCHOOL KOTTAKKAL under the Kerala State Board
2016

CERTIFICATE

PDCFA (Professional Diploma In Computerized Financial Accounting)

RELEVANT SKILLS

- M S Excel
- M S Word
- Tally Prime
- Peachtree
- Quick books