

HARIKRISHNAN P

ACCOUNTANT



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 hariparakkattil02@gmail.com  Pattambi, Kerala

To employ my knowledge and experience with the intention of securing a professional career with opportunity for challenges and career advancement, while gaining knowledge of new skills and expertise.

HIGHLIGHTS

- SAP FICO
- Record-to-report (R2R)
- Procure-to-Pay (P2P)
- Order-to-Cash (O2C)
- Liquidity & Working Capital
- Reconciliation of Accounts
- Payroll & Benefits
- Receivables & Payables
- GST, TDS, VAT
- Accruals & Deferrals
- Closing Procedures
- Financial Statements
- ERP Software Management
- Audit Schedules

LANGUAGES

- English
- Hindi
- Tamil
- Malayalam

EXPERIENCE

Accountant

- Project Experience – IIA, Thrissur (One Year)

JOB DESCRIPTION

- To find the Accuracy of Financial transactions, prepare journal vouchers, and review Expense, Assets, Liabilities and other accounting documents.
- Prepare and review Vouchers, Quotations, LPO, Debit note, Credit note, Delivery note, Invoices, Receipts, Payments and other related documents.
- Reconciliation of Bank account, Purchase account, sales account, vendors accounts, customers accounts, Inter and associated company's accounts, owner's current account, deferred and prepaid account.
- Manage cash in hand, petty cash and review cash reports, Bank facilities, PDC registers, and maintain working capital.
- Manage Employee related calculations including Payroll, Overtime, Bonus and other staff related benefits.
- Process Leave Salary, Gratuity and maintain related provisions and manage other benefits.
- Maintaining and recording monthly accruals, Prepaid, Differed, Depreciation and Amortization, provision and other adjustments on monthly basis.
- Preparation of Financial statements, Balance Sheets, Profit and Loss Statements. Trial balance, MIS reporting etc.
- Prepare accurate work papers, schedules and reconciliation for audit purposes.

EDUCATION

- Bachelor of Commerce (B.Com) - Calicut University, 2022.
- Masters in Business Accounting and Taxation (IIA, Thrissur) Kerala.

CERTIFICATIONS

- SAP FICO – Power User Certificate.
- Masters in Business Accounting and Taxation (IIA, Thrissur) Kerala.
- STED COUNCIL Certificate for Business Accounting and Taxation (IIA, Thrissur) Kerala.

PERSONAL STRENGTHS

- Accuracy
- Adaptability
- Conflict resolution
- Delegation
- Good Communication
- Hard work
- Time Management

IT SKILLS

- SAP FICO
- Tally ERP 9
- Tally Prime
- MS Office
- Quick books
- Peachtree
- myob
- Confident to do any accounting software

PERSONAL DETAILS

Date of Birth	: 16/06/2002
Nationality	: Indian
Marital Status	: Single
Availability to Join	: Immediately

REFERENCES

References will be provided upon request.