




# RAHULRAJ K P

 (+91)-7594835272



[rahulrjvattoli@gmail.com](mailto:rahulrjvattoli@gmail.com)  Calicut, Kerala

## **CAREER OBJECTIVE**

A highly organized and hard-working individual looking for a responsible position to gain practical experience.

## **PROFESSIONAL SUMMARY**

“Detail-oriented and results-driven accountant with a strong educational background in finance and professional qualifications in accounting software seeks to leverage expertise in MS office Tools, Tally ERP, SAP-fico, and financial analysis to contribute effectively to be financial operations of reputable organization”

## **EDUCATION**

- **BBA-Bachelor of Business Administration- (FINANCE)** University of Calicut-2020
- **Plus, Two** – Kerala State Education Board-commerce-2017
- **SSLC** - Kerala State Education Board-2015

## **INTERNSHIP EXPERIENCE**

Role: **TRAINEE ACCOUNTANT**

COMPANY: **CATALYST EDUCATIONS**, Vadakara, Kerala

- Assisted in the meticulous preparation of monthly financial statements and management reports under the guidance senior accountants
- Managed accounts payable and accounts receivable functions, ensuring timely processing and maintaining accurate records-keeping for auditing purposes
- Conducted detailed bank reconciliations and diligently monitored cash flow to maintain optimal liquidity and ensure robust financial health
- Contributed to budgeting and forecasting activities, providing crucial support for financial planning and decision-making process
- Prepared and meticulously reviewed tax returns, ensuring meticulous compliance with regulatory requirements
- Actively participated in audits, meticulously preparing documentation and effectively addressing auditor inquiries.
- Proficiently utilized advanced accounting software to meticulously maintain and update financial data and comprehensive reports.

Role: **TRAINEE ACCOUNTANT**

COMPANY: **DEPLOYAD**, Calicut, Kerala (Dec 2023-May 2024)

- . Managed daily accounting tasks, including journal entries, general ledger maintenance, and petty -cash management.
- . Assisted in the preparation of comprehensive monthly financial statements, conducting variance analysis to identify key financial trends.
- . Conducted through financial analysis to identify significant trends, variances, and actionable insights for enhancing financial performance.
- . Ensured timely and accurate payroll processing, meticulously verifying calculations and facilitating the smooth disbursement of salaries.
- . Assisted in implementing robust internal controls, ensuring compliance with financial regulations and effectively mitigating financial risks.
- . Supported procurement process by meticulously verifying invoice and reconciling vendor accounts to maintain optimal financial transparency

## **PROJECT**

### **AWARENESS AND PERCEPTION OF CUSTOMERS ABOUT INNOVATIVE BANKING SERVICE'S**

Conducted a survey to gauge customer awareness of innovative banking services

Analyzed customer perceptions on the usability of new banking technologies  
Conducted qualitative interviews to gather insights into customer attitudes towards innovative banking solutions  
Prepared detailed reports with key findings and recommendations for enhancing customer engagement

### **SKILLS**

. Financial Analysis  
. Data Management  
. Accounting Software  
. Taxation  
. Bookkeeping  
. Financial Reporting  
. Analytical Thinking  
. Market Research  
. Process Improvement  
. Budgeting and Forecasting  
. Task Handling  
. Accounts Receivable  
. Accounts Payable  
. Workflow Management

### **SOFTWARE SKILLS**

. Excel, Word and PowerPoint  
. Tally with GST  
. Tally Prime  
. Gulf VAT  
. SAP fico

### **PROFESSIONAL QUALIFICATION**

- **CMA Foundation - Directorate of Certificates in Accounting Technician (CAT)**

**Indian Institute of Cost Accounts of India (ICAI) 2022-2023**

- **SAP (fico) certification | BEAT EDUCATIONS CALICUT, INDIA**

**Competent in SAP fico modules for financial accounting and controlling**

### **LANGUAGES**

**English**

**Hindi**

**Malayalam**

**Tamil**

### **PERSONAL PROFILE**

**Name : RAHULRAJ K P**

**Date of Birth : 01 – JULY – 1999**

**Nationality : Indian**

**Sex : Male**

**Marital Status : Single**

**Permanent Address: Kaliyattu parambath(Ho) vattoli (Po) kakkattil (via) Calicut, Kerala, 673507 (Pin)**

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### **DECLARATION**

I hereby declare that all the information provided above is true and accurate to the best of my knowledge.

**Place:**

**RAHULRAJ K P**

**Date:**