



ANANDHUS

Accountant

Two and Half Years Experienced Accountant expertise in reconciliation, streamlining accounts and financial planning. Highly motivated professional with a proven track record of delivering accurate reports and high quality service. Possess a comprehensive undertaking of all aspects of accounting and financial planning. A dedicated leader with the ability to lead effective teams in attaining profit improvements.

PERSONAL DETAILS

Mobile Number	: +91 56 634 6050
Email ID	: anandhusasidharan02@gmail.com
Nationality	: Indian
Date Of Birth	: 24th January 2000
Address	: Mohammed Bu Gbay Al Mansouri St - Mohamed Bin Zayed ME10 Abu Dhabi United Arab Emirates

KEY SKILLS

- Tax Computing
- Payroll
- Prepare Accounting Reports
- Analytical Skill
- Budgeting
- Prepare Financial Statement
- Reconciliation
- Invoicing
- Preparing Ledger
- Spreadsheet
- Auditing

ACADEMIC CREDENTIALS

Bachelor of Commerce

Kerala University
2020

Diploma In Financial Accounting

G-Tech education
2020

Secondary School

Public Examination Kerala
2017

EXPERIENCES

Accountant 10-2024 To 02-2025 **A One Milk Products Pvt Ltd | Kerala, India**

KEY RESPONSIBILITIES

- Timely reporting financial summaries to key management
- Payroll processing
- Used Tally accounting software to perform bookkeeping
- Prepare daily cash flow and cash collection statements
- GST and TDS returns filling
- Managed records, including vouchers, bills, receipts, and payments.
- General ledger audits and entries

Accounts Executive 07-2022 To 09-2024 **Sarathy Motors Pvt Ltd | Kerala, India**

KEY RESPONSIBILITIES

- Ensured accurate recording of business transactions through meticulous posting of journal entries
- Daily, Monthly and Yearly Accounting Activities
- Updated accounts receivables, issued invoices, and prepared various financial statements.
- Prepare supplier reconciliation & process payment
- Prepare monthly profit and loss account
- Played a key role in the preparation of GST and TDS returns.
- Assisted senior accountants in monthly and yearly closings, along with the preparation of salary statements, PT, EPF, and ESIC returns.

COMPUTER PROFICIENCY

- Tally Prime
- Tally ERP 9
- MS Office
- Outlook
- Spreadsheet

Language

- English
- Malayalam