



# MOHAMED NISAM K A

ACCOUNTANT

## CAREER OBJECTIVES

I would like to implement my knowledge and contribute the best of my technical and problem-solving abilities to your organization to take it to the next level of progress, thereby reaching the pinnacle of success and improvement.

## Work Experience.

^ PASS CORPORATE SERVICES PVT.LTD      2019 - 2020  
KALOOR KERALA INDIA

### ACCOUNTANT

- Accounts Payable and Receivable (AP /AR)
- Managing Daily Accounting Task
- Return Filing
- Recording B2B, B2C Purchase and Sales invoices
- Maintaining petty cash book

^ JOSONS HARDWARE HOUSE OF JOHNSON      2020 - 2021  
SN PURAM THRISSUR KERALA INDIA

### ASSISTANT ACCOUNTANT

- Maintaining Day book and Cash book
- Prepare salary statements
- Suppliers and Bank reconciliations Statements
- Maintaining reorder levels of stock
- Issuing Purchase order
- Cheque collection

## Education.

B.COM FINANCE      2019

UNIVERSITY OF CALICUT  
M.E.S ASMABI COLLAGE P.VEMBELLUR

+971 509780969

mohamednizam638@gmail.com

KARAMA DUBAI UAE

## PERSONAL DETAILS

DOB:05 -01-1999

Nationality: Indian

Passport No: S4192304

Visa status: Tourist/Single-Long

Availability: Ready to join

Immediately

Address: Karama Dubai UAE,

Languages: English, Hindi

Malayalam(native)

## Reference.

Reference will be available on request.

**XII VHSE COMMERCE**

**2016**

GOVERNMENT OF KERALA  
M.A.R.M GVHSS PALLINADA

**X SSLC**

**2014**

GOVERNMENT OF KERALA  
M.E.S HSS P.VEMBELLUR

## **TECHNICAL SKILLS**

- # SAP FICO ( FINANCIAL CONTROL)
- # SAP MM (MATERIAL MANAGEMENT)
- # TALLY ERP
- # MICROSOFT EXCEL
- # MICROSOFT WORD
- # ADOBE LIGHT ROOM AND PHOTO SHOP
- # SPEED TYPING SKILL

## **PERSONAL SKILLS**

- # GENUINE PASSION
- # ORGANIZATION
- # ABILITY TO SKILLFULLY MULTITASK
- # GOOD COMMUNICATION SKILLS
- # CREATIVITY
- # TIME MANAGEMENT
- # TEAM WORK
- # LEADERSHIP

## **DECLARATION**

I hereby declare that the above-mentioned information is correct up to my knowledge and I bear the responsibility for the correctness of the above-mentioned.

*\* Nisam /*

**MOHAMED NISAM KA  
KARAMA DUBAI UAE**