



SHAHIN P E

Accountant

On Visit Visa

+971567169023

shahinibrahim1996@gmail.com

Near Consulate General
Of Sri Lankan (Embassy),
Al-Satwa, Dubai, UAE

EDUCATION

Bachelor of Commerce
Rabindranath Tagore University

SOFTWARE SKILLS

Tally (Gold Prime, ERP 9 and Above)
QuickBooks
E-Way bill
Photoshop
MS Office
Amazon Seller Central
Flipkart

LANGUAGE

English | Hindi | Malayalam

PERSONAL DETAILS

DOB : 29-03-1996

Gender : Male

Nationality : Indian

Religion : Muslim

Passport : R8061367

Experience

Jan 2020 - 2023
Matrix Store IBell | Ernakulam Kerala India
Accountant and Warehouse Assistant

Finalization of Accounts
Taxation (GST) & Payroll
Manual & Computerized Accounting (Tally)
Receivables & Payables
Inventory Management
Payroll preparation and Accounting
Preparation of Purchase and Sales registers
Assist in Auditing Process
Stock Managing and Warehouse Managing
Amazon Seller Central And Flex
Flipkart Seller Central
Preparation of Stock Reporting

2019 - 2020
Matrix Store I Bell | Ernakulam Kerala India
Accounts Assistant and Warehouse Assistant

Preparation books of accounts and its finalization
Preparation of Purchase and Sales registers
Bank reconciliation statements
Receivables & Payables
Inventory Management
Stock Managing and Warehouse Managing
E-Way billing
Amazon Seller Central And Flex

2017 - 2019
Accounts India | Ernakulam Kerala India
Accountant

Preparation books of accounts and its finalization
Maintain Cash and accurately record cash transactions
Prepare Income Statement and Balance Sheet
Preparation of cash flow and fund flow statements
Payroll preparation and Accounting
Preparation of Purchase and Sales registers
Bank reconciliation statements
Inventory Management

Reference

Shameer P M
Managing Director
Matrix Store I Bell
Phone: +91 98956 11005
Email: shameer11005@gmail.com

P.V. Paulose
Administrator
Accounts India
Phone: +91 0484 2384 684
Email: mail@accountsindia.net