



JENSON JOSE

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PROFILE

I am well-presented and able to establish good working relationships with a range of different people, environment to achieve the targets & goals.

ADDITIONAL

Working independent | Self-motivation | Intellectual Curiosity & Responsibility.

WORK EXPERIENCE

Dreamer Trading LLC (Dubai) - Accountant - 2014 July to 2017 Aug .

- Preparation of Reports
- Reconciliation of ledgers
- Reconciliation of Banks
- Preparation of Monthly Budgets
- Variance Analysis of all Expenditure Heads
- Maintaining Petty Cash
- Accounts Receivable Management
- Accounts Payable Management
- Proper follow up with customers and Suppliers for payments
- Finalization of Accounts

Accounts Assistant (Sep 2013-Feb 2014) at CA Arun Kumar T.R & Co.

- VAT Accounting
- VAT Return Filing
- Auditing of Books of Accounts

Accounts cum Audit Trainee (Dec 2011- Dec 2012) at B.R. Potti & Co.

- VAT Accounting
- VAT Return Filing
- Auditing of Books of Accounts

PROFESSIONAL QUALIFICATION

Academic Qualifications:

- CA-CPT (Institute of Chartered Accountants of India, 2010)
- B Com. (Kerala University, 2012)
- M.Com. (Madurai Kamaraj University, 2015)

Additional Qualifications:

- **GST(Goods & Service Tax) Accounts Assistant.**
- Diploma in Professional Accounting - Accountants Service Society 2011.
- Corporates Accounts Training with SAP.
- IT training course - Institute of Chartered Accountants of India.
- Certificate of Orientation program conducted by Institute of Chartered Accountants of India.

PERSONAL SKILLS

SAP FICO | SAP B1 | Tally ERP | Peachtree | QuickBook | Coral-Real Soft

PERSONAL INFORMATION

Nationality : Indian
Date of Birth : April 11th 1990
Civil Status : Single
Languages : English | Hindi | Malayalam
Availability : On Visit Visa

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