

Fahad K

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EXPERIENCE

JUNIOR ACCOUNTANT FAMILY SUPERMARKET

2023-2024

- Managed purchase entries of stock in the inventory management system, ensuring accuracy and compliance with procurement policies.
- Verified invoices and purchase order, reconciling discrepancies with suppliers.
- Monitored stock levels to prevent shortages and maintain optimal inventory levels.
- Collaborated with suppliers and vendors to resolve billing and delivery issues.
- Ensured proper documentation and record-keeping of all transactions for audit.

EDUCATION

CERTIFIED MANAGEMENT ACCOUNTANT (PURSUING) INSTITUTE OF MANAGEMENT ACCOUNTANTS

- **Financial Analysis & Reporting:** Supporting finance teams in maintaining accurate and up-to-date financial and non-financial records.
- **Cost Accounting & Control:** Skilled in Identifying Cost Savings Opportunities and Implementing Cost Control Measures.
- **Budgeting & Forecasting:** Assisting in budget preparation and analysis with strong forecasting skills to support financial planning and decision-making.
- **Variance Analysis:** Skilled in variance analysis, identifying and explaining discrepancies between actual and budgeted figures to enhance financial accuracy.
- **Capital Budgeting & Investment Decision:** Proficient in investment evaluation using NPV and IRR to optimize returns and manage risk effectively.
- **Internal Controls & Risk Management:** Designing and implementing systems to ensure data accuracy, compliance, and risk reduction.
- **Financial Data Analytics:** Using analytical skills to interpret financial data for informed decision making.

BACHELOR OF COMMERCE KANNUR UNIVERSITY

2020-2023

- Basic Knowledge of Accounting Principles & Practices.
- Finance Graduate with Experience in Tally, Quickbook, Zoho & ERP Softwares.
- Ability to analyze finance data & trends.

PROFESSIONAL SKILLS

- **Financial Reporting:** Preparing balance sheets, income statements, and cash flow statements.
- **Financial Analysis:** Evaluating key ratios, trends, and performance metrics for decision-making.
- **IFRS & US GAAP:** Basic knowledge of asset valuation and reporting standards.
- **Management Accounting:** Budgeting, forecasting, and performance management.
- **Accounts Payable & Receivable:** Assisting with invoicing and payment processing.
- **Microsoft Office:** Proficient in Microsoft Excel and Word, including data analysis, reporting, spreadsheet management, and document formatting for efficient financial and business operations.
- **Team Coordination & Collaboration:** Communication among team members to enhance output.

LANGUAGES

- ENGLISH, HINDI, MALAYALAM.