

# ASWIN VINAYAN

## ACCOUNTANT

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### SUMMARY

Experienced Accountant with strong organizational, digital, and job-specific skills. Proven ability to manage financial records efficiently using tools like QuickBooks, Xero, Sage, and Microsoft Excel (including pivot tables and complex formulas). Skilled in financial reporting, budgeting, tax compliance, audits, and cost-control strategies. Detail-oriented and deadline-driven, with strong problem-solving abilities and a commitment to maintaining data accuracy and regulatory compliance. Familiar with data visualization tools and cybersecurity best practices in accounting operations.

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### WORK EXPERIENCE

#### Accountant

Mark Furniture | Malappuram, Kerala, India

1 Year

#### Accountant

Nova Foods | Saudi Arabia

Currently Working

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### EDUCATION

#### Bachelors of Degree, BBA Finance & HRM Management

Marthoma college Chungathara

#### Tally prime ,Microsoft Excel, GST

LCC Campus | Edakkara, Kerala, India

#### SAP Finance & Controlling (FI-CO) Quick Book,GCC VAT

Enbridge institution | Ernakulam, Kerala, India

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### ADDITIONAL INFORMATION

- Compiled and analyzed financial data to finalize books of accounts in compliance with accounting standards.
- Maintained day books, ledgers, and accurate cash records.
- Prepared income statements, balance sheets, and cash flow/fund flow statements.
- Created projected and provisional financial statements for planning and compliance purposes.
- Managed payroll processing and accounting entries.
- Maintained purchase and sales registers; monitored accounts payables and receivables.
- Conducted bank reconciliations and ensured timely resolution of discrepancies.
- Performed job costing and cost analysis to support financial decisions.