

NAME: **ALBIN PAUL**

E-mail: albinpaulap.ap@gmail.com

Mobile: +973-39784800



ACCOUNTS EXECUTIVE RESUME

CAREER OBJECTIVE

Seeking a challenging career as an accountant in a progressive organization to enhance my accounting and financial management skills.

WORKING EXPERIENCE

1. **ASSISTANT ACCOUNTANT**
VEEJAY SPICES, INDIA
(MAY 2015 TO JANUARY 2018)
2. **ASSISTANT ACCOUNTANT**
JUSTIN&PAUL TAX PRACTITIONERS
(JUNE 2018 TO 2019 JANUARY 2019)
3. **ACCOUNTANT**
MANHATEN TRADING & TECHNOLOGY
(FEBRUARY 2019 TO NOVEMBER 2019)
4. **ACCOUNTANT**
NOOR AL EYMAN TRADING
(DECEMBER 2019 -PRESENT)

EDUCATIONAL DETAILS

1. Bachelor of Commerce (B. Com) from Mahatma Gandhi University
2. Professional Diploma in Computerised Financial Accounting
3. HSC from State Board
4. SSLC from State Board

COMPUTER SKILLS

- Through Working knowledge in MS Office.
- Expertise in Tally & Excel.
- Exposure to Tally Accounting Package.
- Knowledge in Vat & GST Taxation
- Qualified the Certificate Course in MS Office & Accounting package.

STRENGTHS

- Eagerness to learn, highly motivated.
- Ability to handle pressure, ability to work in a team.
- Excellent skills in marketing and business development.
- Hardworking.
- Sound knowledge of Accounting principles.

PERSONAL PROFILE

NAME	: Albin Paul
DATE OF BIRTH	: 21. August 1995
NATIONALITY	: Indian
GENDER	: Male
MARITAL STATUS	: Single
LOCATION	: Bahrain.
VISA STATUS	: Employment Visa.
ADDRESS	: Flat 212; Staircase 662; Road 1219; Gafool; Bahrain
LANGUAGES KNOWN	: English, Hindi, Malayalam.
Driving Licence & No	: Bahrain ,950835293

DECLARATION

I hereby declare that the above information is correct to the best of my knowledge and belief.

Yours faithfully

ALBIN PAUL

