



SUHAIB KARUVAKKOTIL


ACCOUNTANT

 Manama, Bahrain, 00000

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suhaibbinabdulla

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Engaging individual with more than 6 years working as Account Executive for different types of companies. Determined and effective in nurturing client relationships, generating revenue with new accounts and making presentations to prospects.



Skills

- Account management
- Product and service sales



Work History

2019-11 - Current

- **Account Executive**

Finpal Accounting Co WLL, MANAMA, BAHRAIN

- Gcc vat and audit

2018-06 - 2020-07

- **Accountant**

Aster Wims, wayanad, kerala

- Applied proper codes to invoices, files and receipts to keep records organized and easily searchable.
- Analyzed account information and reconciled financial discrepancies to maintain records integrity and compliance.
- Completed balance sheet reconciliations and profit and loss statements with high accuracy.
- Prepared monthly closings by creating journal entries and reconciling accounts.
- Compiled general ledger entries on short schedule with 100% accuracy.
- Collected and reported monthly expense variances and explanations.
- Diminished outstanding debts by analyzing accounts for issues.

2015-02 - 2018-02

- **Audit Assistant**

Sashikumar Chartered Accountants, calicut, kerala

- Inspected general ledger for accuracy.
- Performed extensive assessments of accounts, including payables and receivables, equity, debt and revenue to verify accuracy in financial reports.

- Executed litigation support by examining canceled checks, expense accounts, invoices and bank records.
- Followed up on reviews to assess and report on completion or progress of corrective actions.
- Assessed financial statements and records.
- Performed auditing work in accordance with GAAS (Generally Accepted Auditing Standards) to meet rigorous standards.
- Prepared working papers, reports and supporting documentation for audit findings.
- Completed audit papers by thoroughly documenting audit tests and findings.



Education

2012-04 - 2014-01



Bachelor of Commerce: Co-operation

Calicut University - Calicut



Accomplishments



- Supervised team of 20 staff members.
- Holder of bahrain driving license.



Languages



English



Hindi



Certifications



Microsoft Certified Systems Engineer (MCSE)



Gmcs of institute of chartered accountants of india

2020-02



Interests



Reading



Travelling