

# THASNIF ANJUKANDAN

Contact No.: +966 532682324 +91-9995202137 ~ E-Mail: [Thasnifak@gmail.com](mailto:Thasnifak@gmail.com).

Skype ID : THASNIF1

Address :Anjukandan(H), Puthanangadi, Valiyora(Po), Vengara, Malappuram, Kerala-676304. INDIA.

*Achievement-driven professional, seeking challenging assignments in Accountancy, Finance and Fund Management with a growth-oriented organization of repute*

## PROFILE SUMMARY

*A competent professional with 8 years of experience in:*

<i>Balance Sheet, Profit &amp; Loss A/c and Monthly Report preparation.</i>	<i>Zaka and TAX Filing</i>
<i>Account Receivable &amp; Payable Management</i>	<i>Auditing</i>
<i>Supplier Relationship Management</i>	<i>SAP Experience</i>
	<i>Accounting Finalizations</i>
	<i>MIS Reporting &amp; Documentation</i>

- Expertise in developing procedures & service standards for business excellence
- Cross-functional experience in managing entire process operations of accounts with an aim to accomplish corporate plans & goals and maximizing customer satisfaction, process compliance, etc.
- Significant exposure in setting out quality standards for various operational areas and implementing quality systems & procedures to facilitate a high-quality customer experience

## CORE COMPETENCIES

- Responsible for People, Process, and Performance management. Taking care of overseas client interactions, Day-to-day Accounting, Monthly decks, Calibrations, Training & Development, Office administration etc.
- Mapping business requirements and coordinating in developing & implementing processes in-line with guidelines.
- Building & maintaining healthy business relations with corporate clients and ensuring customer satisfaction by providing information's and follow-up.
- Supervising customer accounting operations for achieving financial stability of the company; facilitating first line customer support by answering queries & resolving issues within TAT.

## ORGANIZATIONAL EXPERIENCE - 8 years' experience

Since January 2018      **Anud Arabia Trading Co. (Sharq Al Madeena Trading) in Saudi Arabia as Chief Accountant (Equivalent to Team Manager)**

### Key Result Areas:

- **Controller of Overall accounting Process.**
- **Leading 11 Member Accounts Team.**
- **Final account preparation Like, P&L and Trading Account, Balance Sheet, etc.**
- **Managing Payables, Receivables, Inventory, Data entry, And Supporting Company Operations.**
- **Company Tax Submission**
- **Providing Financial Information to Managing Directors on Period Basis**

Since July 2013 to Dec 2017      **Alhind Tours & Travel Pvt Ltd, (India) as Accountant (Equivalent to Team Leader / Trainer)**

### Key Result Areas:

- Managing overall Finance and Accounts.
- Balance Sheet, Profit & Loss A/c and Monthly Report preparation.
- TAX and Audit Report preparation and submission.
- Responsibility for Accounts Payable and Receivable.
- Leading & supervising a team of 10 professionals in context to Training & Operational activities on daily .

**Accomplishments:**

- Served as:
  - Managing Over all finance and **SAP** software Implementation in Sharq Al Madeena Trading.
  - Team leader of accounts department in ATT Holidays (Corporate office) for the implementation of New Accounting ERP software Microsoft Dynamic NAV.
  - Subject Matter Expert of the Team and participate in Accounts provide valuable suggestions in term of procedures gaps.
  - Participation and Leading finance teams of different branches and head of the finance team.

**ACADEMIC DETAILS (MBA, BCOM, Certified in ADIFA, DCPA and DCA)**

Name of degree	Year	Main subjects
Master's Degree <b>MBA (Master in Business Administration) Finance</b>	Completed in year 2018	Human resource management, Financial accounting, etc.
Bachelor's Degree <b>B.Com. (Bachelor in Commerce)</b>	Completed in year 2012	Accountancy, Income Tax, Banking, Auditing. Corporate accounting, etc.
Certification <b>ADIFA (Advance Diploma in International Financial Accounting)</b>	Completed in year 2012	Professional & Manuel Accounting Practice, Training in VAT, Income Tax, Service Tax, Central Sales Tax, EPF, Business Management, Tally, Peach Tree, DACEASY, Ex Next Generation, My Ob, Wings, Quick Book, Focus
Certification <b>DCPA (Diploma in Computerised Professional Accounting)</b>	Completed in year 2012	Computerised Accounting software covered. Tally, Peach Tree, Professional & Manuel Accounting Practice, Training in VAT.

**IT SKILLS**

- Operating Systems: Windows 7, Windows 8 & Windows 8.1.etc
- MS-Office: Have knowledge of Word, Excel, Power point, Surfing internet etc.
- Knowledge in computerised accounting software like Tally ERP, E-Travel, Microsoft Dynamic NAV ERP, Quick Book, Focus, My OB, Peach Tree, Ex-next generation, Daresay.
- Networking knowledge as well.

**LANGUAGES KNOWN:**

- **English** Read, Write, Speak
- **Hindi** Read, Write, Speak
- **Malayalam** Read, Write, Speak
- **Tamil** Speak
- **Arabic** Read, Write, Speak
- **Urdu** Read, Write, Speak

**PERSONAL DETAILS**

Date of Birth : 04<sup>th</sup> Sept 1990  
Gender : Male  
Marital Status : Married  
Nationality : India

**Passport Details :-** Passport Number : **L1316297**, Date of issue : **13-05-2013** Date of Expire : **12-05-2023**

Place :

Date :

**Thasnif Anjukandan**