

MAANAS VINOD

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SUMMARY

As a qualified accountant (ACCA Member), I am a results-driven finance professional with a proven track record in managing comprehensive financial functions for organizations. I possess extensive expertise in UK year-end accounting, meticulous bookkeeping, VAT and strategic management of corporation tax. My proficiency with industry-leading software such as CCH, TaxCalc, Xero, and QuickBooks enhances my ability to deliver precise and efficient financial services. As a detail-oriented professional, I am committed to staying current with evolving accounting standards and regulations. I am eager to leverage my extensive experience and skills to contribute to the financial success of a dynamic organization.

KEY SKILLS

- Team Work
- Work Ethic
- Problem Solving
- Time Management
- Organizational skills
- Financial Reporting
- Adaptability
- Corporation Tax Management
- Detail Oriented
- Year End Account
- Bookkeeping
- Experience in small and micro entities
- VAT
- Financial Analysis

EMPLOYMENT CHRONICLE

SENIOR ACCOUNTANT

QX GLOBAL SERVICES PRIVATE LTD (July 2021 to August 2024)

Key Responsibilities

- Manage and oversee year-end accounting processes.
- Ensure compliance with accounting standards and regulations.
- Maintain accurate and up-to-date financial records.
- Implement efficient bookkeeping procedures.
- Prepare VAT returns in compliance with laws and deadlines.
- Prepare corporation tax returns in compliance with laws.
- Conduct detailed financial analysis to identify trends and anomalies.
- Provide insightful reports for strategic decision-making.
- Generate comprehensive and timely financial reports.
- Ensure transparency and accuracy in financial reporting.
- Stay updated on accounting standards and industry best practices.

Served as an apprentice trainee from July 2021 to July 2022, followed by my role as an account assistant from July 2022 to September 2023

EDUCATION

ACCA (ASSOCIATION OF CHARTERED CERTIFIED ACCOUNTANTS)

B.COM

University of Madras

COMPUTER SKILLS

- MS Office
- CCH
- TaxCalc
- SAP
- Xero
- QuickBooks
- Sage
- Tally

PERSONAL STRENGTHS

- **COMMUNICATION** - Interpersonal skills – verbal, problem solving and listening skills in any administrative role.
- **SERVICE** - Having a client focused approach skills include patience, attentiveness and a positive language.
- **ORGANIZATION** - Helping others, organizing a to-do list. Prioritizing tasks by the deadline for improving time - management.
- **MANAGEMENT** - Management skills to direct others and review others performance.

PERSONAL DETAILS

Gender : Male
Date of Birth : 30-11-1999
Marital Status : Single
Nationality : Indian

LANGUAGES KNOWN

English : Proficient/Fluent (C2)
Hindi : Proficient/Fluent (C2)
Malayalam : Native

Levels: A1/A2: Basic user - B1/B2: Independent user - C1/C2 Proficient user

REFERENCE

- Available upon request