



Mohammed Afsal KP

ACCA Affiliate and B.Com Graduate Profile

An ACCA affiliate and a Bachelor of Commerce who have expertise in accounting and related software and have theoretical knowledge in Auditing and Assurance, Financial Management, Business Reporting, Tax, etc. Looking forward to utilise these experiences and knowledges in to highly required medium like external auditing to gain growth personally and for the company.

Work Experience

Accountant (Bookkeeper) - From Nov 2021 to June 2023
SmartKeeping - Kerala, India.

Job roles

- Analysing and recording monthly expenses and incomes and importing bank statements and receipts into accounting software.
- Preparing financial statements and posting adjusting journal entries with the supervision of a senior accountant.
- Updating work updates and Excel worksheets to senior accountants or clients through the mail or cloud storage.
- Organizing and documenting client data.

Skills gained

- Expertise and knowledge in accounting software like Quickbooks and Xero.
- Knowledge of data uploading software like Dext and Hubdoc
- Knowledge of cloud storage like Dropbox, Sync, and Onedrive.
- Working knowledge of MS Office software like Outlook, Excel, Word, Presentation etc.
- Working knowledge in an outsourced company.

Educational Details

ACCA Affiliate : From 2019 to 2022

Association of Chartered Certified Accountants - UK

- Completed 13 out of 13 papers
- Professional - level papers including optional papers Advanced Financial Management and Advanced Audit and Assurance were completed during my employment.

Bachelor of Commerce - Graduate : From 2019 to 2022
Annamalai University

Higher Secondary Education - Plus Two : From 2017 to 2019
Darunnajath Higher Secondary School Nellipuzha

- Biology Science, completed with full A+ (96%).
- Member of Bharat Scout and Guides.

Secondary Education : 2017

Darunnajath Higher Secondary School Nellipuzha

- SSLC, completed with full A+.
- Achieved Rajyapuraskar in Bharat Scout and Guides.

Declaration

I hereby declare that the information provided above is true and complete. It provides short and deep information about myself, my skills, and my knowledge.

Contact

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Personal Details

Date of Birth: Dec-08-2001

Gender: Male

Nationality: Indian

Marital Status: Single

ACCA Reg No: 4622574

Passport No: X6118163

Visa Status: Visit

Visa Expiry: Sep-18-2023

Hobbies

- Movies
- Music
- Travel

Languages

- English - Proficient
- Malayalam - Proficient
- Hindi - Conversational
- Arabic - Basic
- Tamil - Conversational

Relevant Skills

- Attention to detail.
- Knowledge in accounting and auditing standards (IFRS and ISA).
- Problem solving.
- Verbal and written communication.
- Ability to prioritize and manage multiple tasks.
- Analytical and organizational skills.
- Ability to work both independently and as part of a team.
- Time management.