





FATHIMATH NISHANA.K


CERTIFIED MANAGEMENT ACCOUNTANT - CMA

Specialising in accounting processes with keen focus on accuracy and attention to detail. Can streamline financial operations, improve internal controls, and drive growth. Unique skills include advanced knowledge of accounting software and understanding of regulatory compliance. As a Certified Management Accountant (CMA), I am well-equipped to contribute to organizational efficiency and financial success.

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 Madinat Zayed, Abu Dhabi

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SKILLS

- Financial Reporting
- Proficiency in Accounting Software (Tally prime, Ms office)
- Budgeting and Forecasting
- Account Payable & Receivables Management
- Reconciliation
- Cost Management
- Strategic Planning
- US GAAP AND IFRS
- Analytical Thinking
- Performance measurement
- Decision Support
- Time Management
- Audit Support
- Communication

OTHER DETAILS

- DOB : 28/11/2001
- Language : English, Malayalam, Arabic
- Nationality : Indian
- Visa Status : Visit Visa

WORK EXPERIENCE

■ **Accounts Assistant :** **2023 - 2024**

VM SUNIL KUMAR & CO (Chartered Accountant firm)

- Input financial data into accounting software and databases to ensure accurate record-keeping.
- Prepared, reviewed, and processed invoices and payment requests in a timely manner.
- Monitored accounts payable and receivable, ensuring timely collections and payments.
- Assisted in reconciling bank statements with company financial records, identifying discrepancies and helping resolve them.
- Contributed to month-end and year-end closing processes, ensuring accuracy and adherence to deadlines.
- Processed employee expense reimbursements and supported payroll functions.
- Tracked and monitored budgets and expenditures to maintain financial control.
- Prepared and reviewed financial reports, ensuring accuracy, completeness, and compliance with deadlines.
- Engaged with clients to understand their business processes, identified risks, and provided actionable recommendations for improvement.

EDUCATION

■ **INSTITUTE OF MANAGEMENT ACCOUNTANT** **2022 - 2024**

Certified Management Accountant (Qualified - Part 1- 76% | Part 2 - 72%)

■ **UNIVERSITY OF CALICUT** **2019 - 2022**

Bachelor's of Commerce (Graduated)

■ **HIGHER SECONDARY** **2017 - 2019**

Commerce with Computer Application (Qualified)

DECLARATION

I Hereby declare that the particular furnished above are true to the best of my knowledge and belief .