



Jibin Thomas

CONTACT

📍 Dubai Investment Park - 2,
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in Jibinthomas

PERSONAL DETAILS

Date of Birth : 07/08/1998
Marital Status : Single
Nationality : Indian
Passport : W5044646
Gender : Male
Emergency contact : 00971502212678
Visa status : Visit (25-4-2024)

SKILLS

Tally
Microsoft office specialist
PDCFA
DCA
Audit & Assurance
Financial accounting
Word processing
Data entry

OBJECTIVE

To obtain a challenging position in a good organization which will enable me to use my talents, creativity and ability to the optimum, and contribute to the growth of organization as well as myself.

EXPERIENCE

Assistant manager 2022 - 2023
CA Cherian Thomas & CO Chartered Accounts

Financial statement: Preparation of books of accounts with basic accounting principles. Preparation and finalisation of financial statements.

Taxation: Preparation of income tax return under the regulation of income tax act 1961. Preparation of goods and service tax return under the regulations of goods and service tax act in.

Audit support: Assisting in audit process and preparation of audit reports.

Client interaction: collaborated with clients and colleagues to gather information, address inquiries and provide support in accounting matters.

Accounts head 2021 - 2022
Shopee bee smart ltd

Financial statement: Preparation and finalisation of financial statements.

EDUCATION

MASTER OF BUSINESS ADMINISTRATION (FINANCE & MARKETING) 2022

(APJ ABDUAL KALAM TECHNOLOGICAL UNIVERSITY ,THIRUVANANTHAPURAM) KERALA

BACHELOR OF COMMERCE (FINANCE AND TAXATION) 2020
(MAHATMA GANDHI UNIVERSITY, KOTTAYAM), KERALA

LANGUAGES

English

Malayalam

INTERESTS

Listening music

Learning new ideas

REFERENCE

CA Sujai Cherian Thomas (Cherian
Thomas & CO Chartered Accountants)

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RESPONSIBILITY

Responsible for preparing report on day to day base.

Preparing financial statement and accounts.

Balancing of income and outgoing finances .

Responsible for preparing report on day to day base.

PROJECTS

A study on loan operation and financial performance of Kerala state financial enterprises ltd Thrissur.

(It is fully owned by the Government of Kerala)

INTERNSHIP

Internship done in ESAF Small Finance Bank, Kottarakkara

EXTRA CURRICULAR

Participated workshop on goods and service tax.

Successfully completed add on course digital marketing.

Successfully completed the requirements to be recognized as a Microsoft office specialist.

Successfully completed Indian Institute of Technology course emotional intelligence.

DECLARATION

I, hereby affirm that the given information is accurate to the best knowledge and belief and I hold myself responsible for the correctness of the content mentioned here in.