

# RITHUL N

## ACCOUNTANT



### CONTACT

+97430493972

rithuappu8@gmail.com

Qatar

### SKILLS

- Tally.ERP 9
- QuickBooks
- SAP Trading
- MS Word MS
- Excel
- MS Powerpoint
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### LANGUAGES

- English
- Hindi
- Malayalam
- Tamil

### PERSONAL DETAILS

- Date Of Birth : 08-09-1997
- Marital Status : Single
- Nationality : India



### PROFILE

Dedicated Professional with a strong background in accounting, aspiring to contribute my skills and expertise as an accountant. Seeking to leverage my professional expertise and experience in a challenging accounting role where I can contribute to the financial success of the organization.



### WORK EXPERIENCE

#### Manappuram Finance Limited Assistant Branch Head

2021-2023

- Processed international and domestic money transfers using services such as Western Union, RIA, Transfast, Instant Cash, DMT, and MoneyGram. Cash dealing, gold loan, money transfer, NCDs & Bond.
- Assisting with internal auditing duties.
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- Ensuring compliance with accounting principles, tax regulations, and internal policies.

#### Al Hammadi Supermarket, Sanayya Accountant Assistant And Admin

2023-2025

- Managing all accounting transactions.
- Processed invoices and receipts accurately and promptly, ensuring compliance with company policies and accounting standards.
- Assisted in maintaining the general ledger by recording financial transactions and performing reconciliations.
- Supported Senior Accountant & Finance Manager.

#### Top Opticals Accountant Cum Billing Staff

2020-2021

- Process customer bills using the company's proprietary billing software and reviewing calculations on billing statements.
- Reviewing, Documenting and Summarizing accounts and transaction.
- Balancing the cash registers and generating reports for credit and debit sales.
- Accounts payable and receivable.

#### KVR Bajaj Staff Accountant

2019-2020

- Inputted and validated financial data.
- Tracking and correcting the company's finance.
- Manage accounting functions include accounts payable and receivable.

## CERTIFICATES

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- DPA (Diploma In Professional Accounting)

## PASSPORT DETAILS

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Republic Of India  
Number : N5544870  
Validity : 15-12-2025  
Issue Place : Kannur  
Visa Transfarable

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## EDUCATION

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| <b>Kannur University</b><br>Bachelor Of Commerce       | 2015-2018 |
| <b>Board Of Higher Secondary Education</b><br>Commerce | 2013-2015 |
| <b>Kerala State Board Of Education</b><br>SSLC         | 2012-2013 |

## DECLARATION

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I hereby declare that the above given information are true to the best of my knowledge and belief. I am eager to accept the challenge and I will do my best fulfill your organization's need.

Place : Qatar