



ATHUL V

ACCOUNTING & FINANCE PROFESSIONAL

CONTACT

+971 52 386 1229

athulvk7@gmail.com

Vadakkath (Ho), Pulvetta (Po), Karuvarakundu, Malappuram, Kerala - 676523

PERSONAL PROFILE

- DATE OF BIRTH : 09-09-1999
- MARITAL STATUS : SINGLE
- NATIONALITY : INDIAN

EDUCATION

2021

CALICUT UNIVERSITY

- Bachelor of Commerce

2019

G-TEC COMPUTER EDUCATION

- Diploma in Indian & Foreign Accounting

LANGUAGES

- English (Fluent)
- Malayalam (Fluent)
- Hindi (Basics)
- Tamil (Intermediate)

PROFESSIONAL SUMMARY

- A self-motivated B.Com graduate with a strong foundation in financial accounting and bookkeeping. Demonstrates proven ability to manage accounts receivable/payable, reconcile financial data, and ensure compliance with internal controls. Experienced in using accounting software such as Tally ERP 9 and Zoho Books. Known for attention to detail, accuracy, and meeting deadlines. Seeking to contribute to an organization's financial efficiency and reporting standards.

WORK EXPERIENCE

Concentrix - Bangalore Mar 2024 - Apr 2025

Collection Executive

- Reached out to customers through appropriate communication channels.
- Collected payments on aging accounts and arranged sustainable plans.
- Worked with the team to meet monthly collection goals.
- Maintained accurate logs of interactions and transactions.

Zanshin Holdings - Bangalore Jun 2021 - Mar 2024

Accountant & Customer Relations Officer

- Managed invoices, purchase orders, and regular financial reviews.
- Handled accounts payable/receivable and payment follow-ups.
- Used Tally ERP 9, Zoho Books, and MS Office for accounting tasks.
- Prepared journals, vouchers, and maintained bookkeeping accuracy.
- Communicated effectively and collaborated with team members.

SKILLS

- Experienced in financial reporting, journal entries, voucher preparation, bank reconciliation, and maintaining accurate ledgers.
- Skilled in managing accounts payable and receivable, handling invoice generation, vendor payments, and payroll processing.
- Proficient in using accounting software such as Tally ERP 9, Zoho Books, QuickBooks, and Microsoft Excel.
- Knowledgeable in accounting principles and financial standards including GAAP and IFRS, with experience in audit support and document control.
- Effective in communication and team collaboration, contributing to smooth financial and administrative operations.