



# FARHAN HARIS MOHAMED

ACCOUNTANT/FINANCE

[www.linkedin.com/in/farhan-harismohamed-00aab4216/](http://www.linkedin.com/in/farhan-harismohamed-00aab4216/)

## CONTACT

+971 55 6812080

farhanmohamed776@gmail.com

Deria Dubai, UAE

16/10/1999

## PROFILE

I am a Graduate holder of a BA(Hons) in International Business and Finance from the University of West Scotland and currently pursuing an ACCA.

Additionally, I possess expertise in Quickbooks, Tally ERP, and Microsoft Excel and an aptitude for optimizing good communication & interpersonal skills. I have successfully balanced workplace objectives and productive relationships and insightful suggestions to achieve competitive growth in the company.

## Professional Experience

### Accurate Vision Accounting and Bookkeeping

JULY 2021-JUNE 2022

Key responsibilities:

- Outsourced as Accountant (Client: Lm Trading LLC)
- Day-to-day accounting & Finalizing Project in Tally ERP 9 & Intuit QuickBooks.
- Preparation of Weekly, Monthly & Consolidated Yearly Financials.
- Updating accounts receivable and payables of invoices/ Finance documentation.
- Posting and processing journal entries to ensure all business transactions
- Planning & Managing Funds for weekly Vendor payments by the instructions of the director.
- Follow up with customers & Proper Filing of Invoices.
- Responsible for the preparation of Tax.
- Provides the management with a weekly scoring report along with a monthly commission on sales report depending on the task.

### First Time Documents Clearing Services

Key responsibilities:

PART TIME

- Maintained daily accounts, created invoices and cash receipts to ensure accurate record-keeping and timely payments.
- Prepared accounts receivables, ensuring that all outstanding customer balances were tracked and followed up on.
- Conducted bank reconciliation on a regular basis, ensuring that all bank statements were accurately reflected in the company's accounting system.
- Typed medical and Emirates ID documents accurately and efficiently, providing administrative support to the organization.

## Education Background

- **Univesity Of West Scotland**  
**Ba(HONS) International Business and Finance**  
**Completed in 2021**
- **Acca-Association of Chartered Certified Accountants**  
**ACCA ID: 4552857**  
**Qualification Student(9/13)**  
**2018-Currently pursuing**
- **Gulf Indian High School**  
**Cbse High School completed Commerce Stream**  
**Completed in 2018**

## Skills

### -LANGUAGES

#### **ENGLISH**

Full professional proficiency

#### **HINDI**

Professional working proficiency

#### **MALAYALAM**

Full professional proficiency

---

### -TECHNICAL SKILLS

- Quickbooks
- Tally ERP
- Microsoft Excel
- Zoho Books

---

### -CORE COMPETENCIES

- Financial reporting and Bookkeeping
- Accounts Payable
- Accounts Receivable
- VAT Return
- Monthly Closing

## Achievements

**2021-2022**    **Completed an eight month accounting internship.**