

**RAHEES P R**

**Chirayil House**

**Kayyathara Lane, Kadebagham Palluruthy,**

**Kochin -682006**

+91 8089466499

[rahees1992rasheed@gmail.com](mailto:rahees1992rasheed@gmail.com)

## PERSONAL PROFILE

Detail-oriented, efficient and organized professional with extensive experience in accounting systems. Possess strong analytical and problem-solving skills, with the ability to make well thought out decisions. Excellent written and verbal communication skills.

## PROFESSIONAL EXPERIENCE

**ACCOUNTANT – (August 2017 – September 2018)**

**1. Sunny Joseph and Associates, Ernakulam**

**Process:** - It's a leading Chartered Accountants in Kochi provide professional services in the fields of Auditing, Accounting, taxation and Consultancy.

### **Job Profiles:**

- Working as a full time accountant
- Having experience in TallyERP9
- Having experience in Auditing
- Filing procedures of GST
- Filing procedures of ITR

**2. Plastic House, Mattanchery**

**Process :** It is a shop which is based on Plastic items . Their business is mainly focused on Wholesale and Retail

**Job Profiles:**

- I was worked as an Accountant during the period of December 2016 – July 2017

### **3. TEACHER – (June'2011 – Present)**

**Process:-** It is a Tutorial College which is situated in Palluruthy, Kochi. It is one of the leading Tuition centre in Ernakulam

#### **Job Profiles:**

- Working as a part time teacher
- Based on the subjects : Maths, Accountancy,

### **4. ACCOUNTANT – (October 2018 – Present)**

#### **A S Narayana Swami & Co., Chartered Accountants, Ernakulam**

**Process:** - It's a leading Chartered Accountants in Kochi provide professional services in the fields of Auditing, Accounting, taxation and GST Consultancy.

## **ACADEMIC QUALIFICATION**

- Bachelor of Commerce – (2014)
- (Mahatma Gandhi University, Kottayam, India)

## **TECHNICAL COMPETENCIES**

- Tally ERP 9
- MS Office
- Winman CA ERP
- Winman TDS PROFESSIONAL ACTIVITIES
- Ability to lead a team for best results.
- Adaptability to different circumstances and new trends
- Ability to work in a team
- Leadership Quality
- Possess strong analytical and problem-solving skills

## LANGUAGE KNOWN

### **English**

*Fluent (Read, Write, Speak)*

### **Malayalam**

*Fluent (Read, Write ,  
Speak), Mother tongue*

## PERSONAL DETAILS

Date of Birth	17th February 1992
Permanent Address	Chirayil House, Kayyathara Lane, Kochin:682006
Marital Status	Single
Nationality	Indian

## DECLARATION

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

**RAHEES PR**