



NOEL MATHEW

ACCOUNTS MANAGER

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PROFILE

As a certified accountant, I specialize in financial reporting, payroll accounting, tax computation and representation, internal and external auditing, and budget forecasting. My skills are excellent, and I am strongly committed to research.

CAREER OBJECTIVE

With over 5 years of experience as an accountant, my objective is to utilize my strong analytical skills and commitment to accuracy in the role of Senior Accountant. I have proven expertise in financial software such as Tally.ERP, Prime, and Zoho. I am determined to help maximize profitability and improve financial controls.

WORK EXPERIENCE

- 2019-2024**
Accountant
 Bee International
 Panampilly Nagar, Ernakulam
 Manage and oversee the daily operations of the accounting department, process and monitor financial transactions, including accounts payable, receivable, and general ledger entries. Prepare accurate and timely financial reports and statements.
 Reconcile financial discrepancies and ensure the integrity of financial data.
 Ensure compliance with accounting policies and regulations, and oversee GST filing. Collaborate with internal teams and external auditors."
- 2018-2019**
junior Accountant
 Thomas Mathew Associates
 Pala
 Responsible for overseeing the finance team within the company, including preparing financial reports, reviewing financial statements to ensure accuracy and compliance with the law, and tracking accounting-related information.

INTEREST AND HOBBIES

- Traveling
- Sports and wellness.
- Photography

EDUCATION

- 12th Commerce**
 2011_2013
 ST.Marys HSS BHM
 Score-78%
- Bachelor Of Commerce**
 2013 - 2016
 ST.Thomas College PALA
 Score -81%
- Master Of Commerce**
 2016 - 2018
 Bishop Vayalil holly cross college
 CHERPUNKAL
 Score-73%

MY SKILLS

- Book Keeping
- Budgeting
- Financial Reporting
- Bank Reconciliation
- Income Tax, GST,,EPF,ESI matters
- M s office , Tally, Zoho books
- Invoice processing
- Vendor management

LANGUAGE

- English**
 Professional proficiency
- Malayalam**
 Professional proficiency
- Hindi**
 Basic proficiency