



Falcon Multi Services Ltd
201, Creado, Juhu Chruch Road, Juhu Mumbai 400049

Personal Information

Candidate id	1749
Name	Githesh
Date of Birth	1983-01-31
Salary (in USD)	1320/
Industry	Finance & Accounting
Sub Industry	
Nationality	Kuwait
Primary Language	English, Hindi,
Secondary Language	
Total Years of Experience	6

Additional Information

Roles and Responsibilities	Additional Skills/Certification
Currently working in Al muzaini exchange company. . processing payment to vendors and issuing cheque. . Reviewing purchase order, contract, delivery notes, invoices and other documentation. . Issuing stop payment and purchase order amendment as required. .Participation of all account activities related to the payable and receivable. .analysis of clearance of suspense account for allocation of income and expenditure. . Responsible for staff clearance in staff vacation. . Responsible for preparing all branch summery finding report. . Responsible preparing staff excess and shortage summery report. . Responsible for monthly reconciliation of inward transactions . Auditing all the branch report. . Reconciliation of branch and bank report daily wise. . Adjustment of all the error entries daily basis.	Quick learner

Education Summary

Course	University	Passing Year	Country
B. Com	Calicut	2004	India

Career Summary

Position	Employer	Country	From	To
Accountant	Al muzaini exchange company	Kuwait	05/2018	01/2025

[To View Contact Number, Kindly drop an email to hr6@falconmsl.com](mailto:hr6@falconmsl.com)