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 www.reallygreatsite.com

 Taloja navi mumbai, sector  
-2, plot no - 163

## PERSONALITY TRAITS

- ACTIVE LISTENER
- PERSUASIVE
- EMPATHETIC
- ADAPTABLE

## PERSONALITY TRAITS

- FOREIGN TOURS
- DRIVING
- COOKING

## LANGUAGES

- English
- japanese n1
- urdu
- Hindi

# SUHAAN MUSHTAQ REFAI

## ACCOUNTANT

## PROFILE

A highly motivated and detail-oriented recent graduate with a strong academic background in accounting and finance. Equipped with a solid understanding of financial principles, accounting software (such as QuickBooks, Tally, or Excel), and financial reporting. Quick to adapt and eager to apply theoretical knowledge to practical situations. Committed to delivering accurate and timely financial data, and skilled in maintaining financial records and assisting with audits. Looking to begin a career in accounting and contribute to the financial success of an organization while growing professionally within the field..

## TECHNICAL PROFICIENCY

- MS OFFICE
- ADVANCE EXCEL
- TALLY PRIME

## EDUCATION

### MUMBAI UNIVERSITY 2021-2024

Bachelor of Commerce

### MAHARASHTRA BOARD 2020-2021

12TH HSC

### IGCSE CAMBRIDGE UNIVERSITY

10TH

## EXPERTISE

- Bookkeeping
- Tax Filing
- Data Entry
- Data Analysis
- Cost Reduction Management
- Public Accounting
- Business Budgeting
- Business Assessments