



MOHAMMED ILHAM

HND in Accounting & Finance

ACCOUNTANT

- Email : ganimohammedilham11@gmail.com
- Location : Doha
- Phone/WhatsApp : 7749 0069
- Age : 24
- Civil Status : Single
- Nationality : Sri Lankan
- QID No : 30114406182
- Visa Status : Valid QID with NOC

PROFILE SUMMARY

Detail-oriented Accountant with 4+ years of experience in financial reporting, bookkeeping, payroll, and auditing. Skilled in budgeting, account reconciliation, and ensuring compliance with financial regulations. Based in Qatar and seeking to contribute expertise to a reputable organization.

PROFESSIONAL EXPERIENCE

✓ ACCOUNTANT (REMOTE)

TIWN TOWERS TRADING & GENERAL CONTRACTING W.L.L , Qatar

2024 - PRESENT

- Handled daily accounting (AP, AR, bank reconciliations, GL) using QuickBooks, Tally, and Excel.
- Processed supplier invoices, subcontractor payments, and verified LPOs, delivery notes, and project-related cost documents.
- Monitored project budgets, tracked actual vs. planned costs, and prepared monthly financial and cost reports.
- Coordinated remotely with site teams, procurement, and subcontractors to confirm expenses and project progress.
- Prepared journal entries, WIP schedules, VAT reconciliations, and supported month-end closing activities.
- Maintained accurate digital financial records and ensured audit readiness through proper documentation and compliance.
- Reduced AP processing delays by coordinating efficiently with suppliers and project teams.

✓ FINANCIAL EXECUTIVE

IES Campus, Sri Lanka

2023-2025

- Prepared and analyzed financial reports, budgets, and forecasts to support decisions and track performance.
- Reconciled accounts, resolved discrepancies, and ensured accuracy of financial records.
- Managed payroll, ensuring timely salaries and compliance with labor laws.
- Managed tax compliance and ensured timely filing in line with financial regulations.
- Supported audits with financial documents, schedules, and accounting explanations.
- Monitored costs, managed inventory, and implemented measures to optimize financial efficiency.
- Improved tax filing accuracy and reduced discrepancies during audits.

✓ ACCOUNTANT

European Nations Campus – Audit Firm, Sri Lanka

2021-2023

- Recorded daily transactions and maintained accurate ledgers, ensuring proper classification and reconciliation.
- Assisted auditors in preparing financial statements in compliance with IFRS and local regulations.
- Prepared trial balances, P&L statements, and balance sheets accurately for corporate and individual clients.
- Reviewed financial documents to ensure accuracy and compliance with internal controls and audit standards.
- Assisted senior accountants in internal audits, identifying discrepancies, and recommending corrective actions.
- Supported month-end and year-end closings, ensuring timely journal entries, reconciliations, and adjustments.
- Improved ledger accuracy by identifying recurring errors and recommending corrective controls.

EDUCATION QUALIFICATION

- ✓ **CHARTERED ACCOUNTANCY (ONGOING)**
Institute of Chartered Accountants of Sri Lanka (CA Sri Lanka)
- ✓ **HND IN ACCOUNTING & FINANCE**
European Nations Campus, Sri Lanka
- ✓ **HND IN BUSINESS MANAGEMENT**
European Nations Campus, Sri Lanka
- ✓ **DIPLOMA IN BUSINESS MANAGEMENT**
European Nations Campus, Sri Lanka
- ✓ **AAT - SRI LANKA**
Completed

KEY SKILLS

ACCOUNTING & FINANCE SKILLS

- ✓ Financial Reporting
- ✓ Bookkeeping & Ledger Management
- ✓ Accounts Payable (AP) & Accounts Receivable (AR)
- ✓ Bank Reconciliation
- ✓ Budgeting & Forecasting
- ✓ Cost Control & Project Cost Tracking
- ✓ Payroll Processing
- ✓ VAT Accounting & Compliance
- ✓ Audit Support & Internal Controls
- ✓ Month-End & Year-End Closing

SOFTWARE SKILLS

- ✓ QuickBooks
- ✓ Tally ERP
- ✓ MS Excel (Pivot Tables, VLOOKUP, Formulas)
- ✓ MS Word & MS Office Suite

PROFESSIONAL COMPETENCIES

- ✓ Time Management
- ✓ Attention to Detail
- ✓ Analytical & Problem-Solving Skills
- ✓ Documentation & Record Management
- ✓ Strong Communication Skills
- ✓ Ability to Work Remotely and Independently

LANGUAGES

- ✓ **English** - Fluent
- ✓ **Tamil** - Native
- ✓ **Sinhala** - Intermediate