

NUSRIN FARHATH

Kozhikode, Kerala, India

Mobile: 9645627734

Professional Summary

Detail-oriented and performance-driven B.Com Finance graduate with strong expertise in financial accounting, bookkeeping, GST compliance, TDS and VAT regulations, financial reporting, and statutory documentation. Proficient in Tally Prime, MS Excel (advanced formulas, Pivot Tables, VLOOKUP), bank reconciliation, ledger management, accounts payable and receivable, and preparation of trial balance and financial statements. Strong understanding of taxation procedures, data analysis, cost control, and audit support functions. Demonstrates high accuracy in financial data entry, regulatory compliance, invoice processing, and payroll assistance. Seeking an entry-level Accounting or Finance position to leverage analytical skills, financial management knowledge, and compliance expertise to support organizational growth and operational efficiency.

Core Competencies

- Financial Accounting and Bookkeeping
- GST, VAT and TDS Compliance
- Tally Prime and Manual Accounting
- Accounts Payable and Receivable
- Bank Reconciliation
- Ledger Posting and Trial Balance
- MS Excel (Pivot Tables, VLOOKUP, Reports)
- Financial Documentation and Record Keeping
- Data Entry and Administrative Support
- Time Management and Attention to Detail
- Basic Payroll Processing
- Communication skills

Professional Experience

Spare manager and accountant

Royal Enfield

2025-2026

- Managed end-to-end spare parts operations including procurement, inventory planning, stock control, and warehouse coordination to ensure optimal parts availability and minimal downtime.
- Implemented inventory management strategies using ERP systems to monitor stock levels, reduce excess inventory, and improve turnover ratio.
- Oversaw spare parts forecasting, demand planning, and vendor coordination to maintain seamless supply chain operations.
- Supervised goods receipt, stock verification, cycle counts, and reconciliation to maintain inventory accuracy and prevent shrinkage.
- Handled accounts payable and receivable related to spare parts transactions, ensuring timely vendor payments and accurate billing.
- Prepared daily sales reports, inventory valuation reports, profit margin analysis, and financial summaries for management review.
- Ensured compliance with GST regulations, tax documentation, invoicing standards, and statutory accounting procedures.
- Coordinated with service advisors and workshop teams to streamline spare parts issuance and improve service turnaround time.

Education

Bachelor of Commerce (Finance)

Calicut University

Higher Secondary

(Plus Two) – Kerala Board

SSLC

Kerala Board of Public Examination

Professional Certification

Diploma in Computerized Professional Accounting

Course Covered:

- Manual Accounting
- Tally Prime
- MS Excel
- GST, VAT and TDS Filing

Personal Details

Date of Birth: 18/09/2004

Nationality: Indian

Languages: English, Malayalam

ADDITIONAL INFORMATION

Passport Details:AM219939

Date of issue:28/01/2026

Date of expiry:27/01/2036

Address:Ooruvayalil (Ho) Near Attakund juma masjid

VTC :Payyoli

PO: Kizhur

Sub district :Koyilandy

District:Kozhikode

State:Kerala

Pin: 673522