

Shah Husain Khan

Accountant | Tally Prime | Zoho Books | SAP HANA |

VAT & GST Expert

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📍 Nilmani Haldar lane, Kolkata (West Bengal), India |



Career Objective

Detail-oriented and dedicated accounting professional with hands-on experience in managing financial records, GST & TDS compliance, and financial reporting. Proficient in advanced accounting tools including Zoho Books and Tally Prime. Adept at ensuring accurate financial statements, tax filings, and maintaining regulatory compliance. Looking for an opportunity to contribute financial expertise and software proficiency in a reputed organization in the Gulf region or UAE.

Professional Experience

Accountant

Metalforce Infra Pvt Ltd | December 2024 – Present

- Managed bookkeeping functions including AP, AR, and bank reconciliation.
- Prepared monthly and quarterly GST and TDS filings ensuring 100% compliance.
- Generated financial reports, balance sheets, and profit & loss statements.
- Handled statutory requirements like PF, ESI, and Professional Tax.
- Utilized Tally Prime and Zoho Books for accurate transaction entries and audit support.

Account Assistant

Indian Silk House | September 2023 – December 2024

- Monitored day-to-day transactions and assisted in budget preparation.
- Executed TDS and GST return processes under Indian compliance norms.
- Supported bank reconciliation and handled ledger entries.
- Worked on Tally Prime, Logic ERP, and Zoho Books for data entry and analysis.

- Assisted senior accountants in preparing audit schedules and statutory reports.

Education

Bachelor of Commerce (B.Com) – Ram Manohar Lohia Awadh University

Certified Industrial Accountant – ICA Edu Skills Pvt Ltd

Skills

- Tally Prime | Zoho Books | Logic ERP| SAP Hana (End User)
- GST & TDS Filing | Gulf VAT Compliance
- Advanced Excel (VLOOKUP, Pivot Table, Formulas)
- Bank Reconciliation | Financial Reporting | Balance Sheets
- Languages: English (Fluent), Hindi (Fluent), Bengali (Fluent)

Certifications

- Certified Industrial Accountant – ICA Edu Skills Pvt Ltd
- VAT Compliance Certification – Online
- Software Proficiency – Tally Prime, Logic ERP, Zoho Books
- SAP Hana – ICA Edu Skills Pvt Ltd

Additional Information

- Ready to relocate to Saudi Arabia, Qatar, Bahrain, UAE
- Available to join immediately
- Strong interpersonal skills and team collaboration
- Ability to multitask and meet tight deadlines

References

Available upon request.