

MOHAMED IJILAN JUBAIR.M

Assistant Accountant

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Poravacherry, Tamilnadu-611108

CAREER OBJECTIVES

Detail-oriented and results-driven Accounting and SAP S/4HANA FI End User professional with a strong academic foundation in MBA Finance & HR and hands-on training experience in Financial Accounting and Controlling (FI & CO). Experienced in financial reporting, account reconciliation, compliance, and internal/external audit support, with practical exposure to General Ledger, Accounts Payable, Accounts Receivable, Asset Accounting, and Business Partner (BP) processes, including basic configuration and daily transactional activities. Seeking an Accounts Executive / SAP End-User role where I can contribute to accurate financial operations, statutory compliance, and organizational growth.

EDUCATION

EGS Pillay Engineering College, Nagai (2021-2023)

MBA (Finance & HR), CGPA-8.24

EGS Pillay Arts and Science College, Nagai (2018-2021)

B.Com CGPA-7.8

Nehru Matriculation Higher Secondary School, Nagai

HSC, 70.4% (2017)

SSLC, 76.8% (2015)

PROFESSIONAL EXPERIENCE

Varadarajan & Co., Nagapattinam (2024 – Present)

Audit & Accounting Intern

- Supported audit assignments including verification of ledgers, vouchers, and compliance checks.
- Prepared and reviewed financial statements in compliance with statutory requirements.
- Conducted account reconciliations, corrected discrepancies, and improved accuracy of reporting.
- Assisted in internal audits and financial compliance reviews.
- Managed accounts payable and receivable functions to ensure timely settlements.

Shriram Finance Limited, Kizhvelur (2023-2024)

Customer Service Executive (Cashier)

- Processed loan applications (personal, business, and vehicle loans) with accurate documentation verification, data entry, and basic accounting checks.
- Maintained financial transaction records, handled cash and non-cash receipts, and performed daily cash and account reconciliations.
- Supported financial operations by ensuring compliance with RBI guidelines and internal financial controls.
- Assisted in posting and verification of financial entries, supporting accurate ledger maintenance and reporting.
- Delivered effective customer service by resolving queries, explaining loan terms, and coordinating with internal teams to ensure smooth financial processing.

SOFTWARE & TOOLS

- Tally ERP / Tally Prime
- SAP S4 Hana (FICO)
- MS Office Suite (Word, Excel, PowerPoint, Outlook)

KEY SKILLS

- SAP S/4HANA FI (End User) – General Ledger, AP, AR, Asset Accounting, Business Partner (BP)
 - General Ledger & Financial Accounting – G/L master data, postings, and ledger maintenance
 - Accounts Payable & Accounts Receivable – Invoice processing, payments, credit/debit memos
 - Financial Reporting – Trial Balance, Profit & Loss, Balance Sheet, and Cash Flow Statement
 - Account Reconciliation – Bank, vendor, customer, and G/L reconciliations
 - Auditing (Internal & External) – Ledger review, voucher verification, audit documentation support
 - Taxation & Compliance – Basic exposure to GST, TDS, and statutory compliance
 - Document Control & Review – Invoice verification, document parking, holding, and reversals
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TRAINING & CERTIFICATION

Business Accounting & Finance Certification Programme –Entri Elevate

- Mastered core accounting principles and financial statement preparation, including journals, ledgers, and cash flow statements, ensuring accuracy and compliance.
- Gained expertise in direct and indirect taxation (GST, TDS, Income Tax), enhancing regulatory adherence and reporting precision.
- Proficient in Tally Prime for end-to-end financial operations, including GST compliance, payroll management, and accurate financial reporting.

SAP S/4HANA FI - End user certificate under SAP learning hub business Edition Programme-Entri Elevate

- Worked on an end-to-end SAP S/4HANA FI & CO training project, covering core financial accounting and reporting processes.
- Configured Global Parameters such as Chart of Accounts, Fiscal Year Variant, Posting Period Variant, Currency Settings, Field Status Variant, Tolerance Groups, Exchange Rate Types, and Company Code Global Parameters.
- Configured and worked with Leading and Non-Leading Ledgers and performed ledger-specific postings.
- Created and maintained G/L Master Records, Business Partners (Customer & Vendor), and handled posting keys, document types, and number ranges.
- Performed invoice postings, document parking, holding, and reversals (individual, mass, and reversal of reversal).
- Executed AP, AR, GL, and Asset Accounting transactions, including payments, journal entries, asset acquisition, depreciation, and retirement.
- Generated and analyzed financial reports such as Trial Balance, Profit & Loss, Balance Sheet, and G/L line item reports.

Additional Certifications & Projects:

- Accomplished INTERNSHIP at TOFPL Thiruvapur 2022
- Completed my project-study on Performance Appraisal at Ramtech construction and blocks privated limited-Thiruvapur 2023.
- Successfully completed the self-study course on SUPPLY CHAIN INFORMATION SYSTEM
- Completed the course INTRODUCTION TO SOFT SKILLS by TCS ion 2023
- Completed the course INTRODUCTION TO DIGITAL MARKETING by LEARN TUBE-2023.
- Participated in seminar “ LAWS FOR WOMEN SAFETY” Organized by the Internal Complaints Committee and Women Empowerment Cell E.G.S.Pillay Engineering College-2022