

# DANIYAL SHAKEEL

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## ACCOUNTANT

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### CONTACT

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+965-95516404

[daniyalshakeel722@hotmail.com](mailto:daniyalshakeel722@hotmail.com)

### COMPUTER LITERACY

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Dynamics 365

Focus 7

MS Excel

MS Word

### EDUCATION

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ACCA

Going through Level 2

Arab Open University

2018-2022

Graduated in Bachelors in

Finance

### PERSONAL INFORMATION

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Name: Daniyal Shakeel

Nationality: Pakistani

Place of Birth: Kuwait

Languages: English, Urdu

D.O.B: 26-Jan-1998

Visa: 18 (transferrable)

### PROFILE

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Accountant with extensive experience in financial reporting. Proven track record in implementing new systems and processes resulting in significant reductions in errors, expenses, and audit time. A strategic thinker with exceptional leadership and communication skills, committed to driving revenue growth and optimizing financial performance.

### SEAZEN HOSPITALITY RESTAURANT MANAGEMENT & CATERING CO.

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Accountant

2021-Currently Employed

- Processing the Journal Entries in Microsoft Dynamics 365.
- Performing Bank Reconciliations.
- Responsible for Accounts Receivable and Accounts Payable.
- Assisting Senior Accountant in month end and year end closings
- Assisting Auditors with queries.

### INCO-LABS

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Accounts Assistant

2017-2020

- Preparing Job Orders in Focus 7 Accounting Software.
- Preparing Quotations.
- Preparing Reports using MS Excel and MS Word.