



**FALCON®**  
MULTI SERVICES LTD

**Falcon Multi Services Ltd**

201, Creado, Juhu Chruch Road, Juhu Mumbai 400049

## Personal Information

Candidate id	3661
Name	MUSTAFA KADWALWALA
Date of Birth	1986-03-10
Salary (in USD)	600/Per Month
Industry	Procurement & Construction
Sub Industry	IT - Analysis C Management
Nationality	India
Primary Language	Hindi,
Secondary Language	English,
Total Years of Experience	17

## Additional Information

Roles and Responsibilities	Additional Skills/Certification
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I have extensive experience in Financial Reporting and Analysis, preparing accurate financial statements and management reports that support strategic decision-making. My expertise includes ensuring compliance with GST, VAT, and TDS regulations, handling returns, reconciliations, and timely submissions to avoid any penalties. I manage General Ledger (GL) accounts efficiently, ensuring proper classification, posting, and reconciliation of transactions. In Payroll Processing, I oversee salary calculations, statutory deductions, and coordination with HR to maintain confidentiality and accuracy. I also conduct Bank and Ledger Reconciliations regularly to ensure financial data integrity and detect discrepancies promptly. My role in Budgeting and MIS reporting involves preparing forecasts, variance analyses, and performance reports to provide management with clear insights into financial health and cost control. I actively participate in Finalization of Accounts, coordinating with auditors, ensuring compliance with accounting standards, and preparing schedules and reports for statutory audits. With a strong analytical mindset and attention to detail, I strive to maintain accurate books of accounts, support management with timely information, and ensure that all financial and statutory requirements are met in an efficient and compliant manner.

Accounting Software •  
Tally ERP 6.2 & 9 •  
Oracle ERP •  
Taskforce ERP  
Software

## Education Summary

Course	University	Passing Year	Country
Bachelor of Commerce	The Maharaja Sayajirao University of Baroda	2006	India

## Career Summary

Position	Employer	Country	From	To
Project Accountant	KAIZEN ASSET MANAGEMENT SERVICE	United Arab Emirates	12/2024	10/2025

[To View Contact Number, Kindly drop an email to hr6@falconmsl.com](mailto:hr6@falconmsl.com)