

MUHAMMED RASHID

DUBAI , UAE

RASHIDCIT6@GMAIL.COM

+971501880674

## EXPERIENCE

ACCOUNTANT - MARUTI SUZUKI

CASHIER - GRACE HOTELS

VOLUNTEERING EXPERIENCE - NATIONAL SERVICE SCHEME

## OBJECTIVE

TO CONTRIBUTE MYSELF WITH FULL INVOLVEMENT PERSISTENCE AND DEDICATION FOR THE GROWTH OF THE ORGANIZATION,AND LOOKING FOR AN OPPORTUNITY IN A FAST GROWING COMPANY TO BUILD OUT BEST ACCOUNTING PRACTICES.

## PERSONAL INFORMATION

DATE OF BIRTH - 15/05/1999

MARITAL STATUS - UNMARRIED

MOBILE - +971501880674

EMAIL - RASHIDCIT6@GMAIL.COM

NATIONALITY - INDIA (KERALA)

## EDUCATION

SAP

2022

SAP FICO - FINANCE AND CONTROLLING

HUMAN RESOURCES DEVELOPMENT SOCIETY

2022

DIPLOMA IN PROFESSIONAL ACCOUNTING

GRADUATION - UNIVERSITY OF CALICUT.

2019

BACHELOR OF COMMERCE - FINANCE

## AWARDS AND ACHIEVEMENT

EXCELLENT STUDENT AWARD 2021

## DECLARATION

THIS IS TO CERTIFY THAT ALL THE DETAILS GIVEN ABOVE ARE TRUE TO THE BEST OF THE KNOWLEDGE AND BELIEF



## SKILLS

SOFTWARE - SAP FICO, MS EXCEL, MS OFFICE, TALLY, PEACHTREE, QUICKBOOKS.

EXECUTIVE AND ADMINISTRATIVE SUPPORT.

ADMINISTER ACCOUNTS PAYABLE AND RECIEVABLES.

MAINTAINING DAILY CASH BOOK AND BANK REGISTER.

PETTY CASH DISBURSEMENT.

MULTI TASKING

## LANGUAGES

ENGLISH

HINDI

MALAYALAM

TAMIL

## INTERESTS

TRAVELLING

WRITING