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📍 Abu Dhabi, UAE

SKILLS

- Accounts payable and receivable
- Preparing financial statements
- Excel
- Time management
- Tally ERP 9

PERSONAL DETAILS

Date of Birth: 17-05-1996
Nationality: Indian
Marital Status: Married
Passport Number:
P2696175
Visa Status: Visit visa

LANGUAGES

- ENGLISH
- MALAYALAM
- HINDI
- TAMIL

CAREER OBJECTIVES

To join a dynamic and progressive organization offering opportunities for diversified experience enhancement of professional skills and career growth.

Working with teams in both to identify necessary improvements and model that can then scale-up effectively my personal and professional working competencies and skills in order to create both profitable results for me and the company I will be engaged with.



WORK EXPERIENCE

- **Junior officer** 2019- 2020
Icl Fincorp Private Ltd, Irinjalakuda
 - Revenue generations through Cross Selling products like Debentures, Insurance products, Tour products etc.
 - Participate in different marketing activities
 - Cash Management and accounting.
 - Customer Relationship and Follow-up, Maintenance of important registers and daily reports
- **Production Assistant** 2018-2019
Kitex Garments Ltd, Kizhakkambalam
- **Lead Assistant** 2016(6 months)
Indira Gandhi International Airport, Delhi



EDUCATION

- B.com & taxation 2013-2016
Mount Carmel College, Karukadom
Mahatma Gandhi University
- Plus Two 2011- 2013
Mar Basil Higher Secondary School, Kothamangalam
- SSLC 2010
St. George Higher Secondary School, Kothamangalam

DECLARATION

I hereby declare that the above mentioned information is correct up to best of my knowledge and I bear the responsibility for the correctness of the above mentioned particulars.