

MOHAMED RANISH



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📍 NEAR ALGHUBAIBA BUS STATIO
N AL GHUBAIBA DUBAI UAE

SKILLS

MS OFFICE

MS WORD

MS EXCEL

MS POWER POINT

IT HARDWARE

DATA ANALYSIS

DATA MANAGEMENT

LANGUAGES

ENGLISH

HINDI

MALAYALAM

TAMIL

OBJECTIVE

To work in an environment which encourages me to succeed and grow professionally where I can utilize my skills and knowledge appropriately.

EXPERIENCE

ASSISTANT ACCOUNTANT MARCH 2022 - DECEMBER 2023
PRINT HOUSE MANNARKAD

Completing bank reconciliations.

Completing purchase orders

Preparing financial documents such as invoices, bills, and account payable and receivables.

Managing payroll.

Managing day to day transactions.

Processing business expenses

Entering financial information into appropriate software programs.

Verifying bank deposits.

EDUCATION

MASTER OF COMMERCE (M.COM) 2023
BHARATHIYAR UNIVERSITY

BBA (Bachelor of business administration) 2021
CALICUT UNIVERSITY

PUC 2 2017
KALLADI HIGHER SECONDARY SCHOOL

PROJECTS

15 SEPT 2020

JOB SATISFACTION SURVEY OF KSEB WORKERS OF
MANNARKAD MUNICIPALITY

CERTIFICATES

15 NOV 2021

COURSE ON MICROSOFT OFFICE

29 APRIL 2019

NATIONAL SERVICE SCHENE