



Contact Details

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AL NAHDA, UAE

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Academic Credentials

- Bachelor of commerce
- +2 – Commerce
- SSLC

Personal Skills

SOFT SKILLS

- Comprehensive Problem-Solving Abilities
- Excellent verbal & written communication skills
- Adaptive
- Team Facilitator
- Willing to learn
- Hard working
- Good communication skill

HARD SKILLS

- MS Office, MS Excel
- DCFA
- Peachtree, Quick Books
- Payroll
- Tally with GST
- Gulf VAT

PROFESSIONAL

- CREATIVE
- LEADERSHIP
- PERSISTENCY
- OBJECTION HANDLING

Objective

To associate with an innovative and vibrant organization, this allows me to put my competencies to the best use, to add value to the organization and contributes to my overall growth as an individual. Looking forward for an opportunity to utilize my skills and abilities that offer sensitivity and professional growth while being resourceful, innovative and flexible and there by uplift my carrier

Experience

Worked in Muthoot Finance as an Senior Executive for 4 years

- Worked as an cashier.
- Gold Appraiser
- Handling Money Transfer
- Forex Transaction
- Managing Accounts

Worked as an Relationship Manager at CSB Bank

Worked as an Logistic Co- ordinator in Volant Shipping LLC, Dubai

Worked as an Accountant at We R Tax Practitioners & Accountants, Attingal, Trivandrum, Kerala

Strengths

- Self motivated and Hardworking
- Problem Solving & Energetic
- Leadership qualities for the effective completion of Tasks.
- Being familiar easily with Everyone

PERSONAL DETAILS

Date of Birth : 09/05/1989

Sex : Female

Nationality : Indian

Marital Status : Married

Hobbies : Music, Travelling

Languages : English, Malayalam & Tamil

Visa status : visit visa

Declaration

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