

MUSHEER ADIL PAYANTHOTH

ACCOUNTANT/CUSTOMER RELATION EXECUTIVE PROFESSIONAL SUMMARY

Highly motivated and detail-oriented finance professional with extensive experience in accounting, cash handling, and customer relations. Proven track record of delivering accurate financial results, providing exceptional customer service, and building strong relationships with clients and colleagues.



CONTACT

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Dubai, karama

Passport V4882145

Visit visa

EDUCATION

Calicut University

Bachelor of Commerce

June 2008-2011

Diploma in financial management
2012

**Certificate of english for
employability L3**
NSDC INTERNATIONAL 2023-2024

SKILLS

Analytical skills and problem solving
Accounts reconciliation and Tally
Interpret financial statements
Point of sale systems proficiency
Customer service and communication
Cash handling and management
Active Listening and time
management Attention to detail and
accuracy Handling modes of payment

WORK EXPERIENCE

Flow consortium Saudi Arabia-Feb 2024

Station agent- customer service/ticket officer

- Ensure passenger safety and security Manage station operations, ticketing and access
- Provide customer service and assistance
- Handle emergencies and incidents
- Maintain station cleanliness and organization

IMG group Qatar 2022-23

Customer service executive/Ticketing cashier

- Operated register for cash, credit card transactions with excellent accuracy
- Used POS system to enter orders, process payments and issue receipts with 20% uptrend in sales
- Provided customer assistance and service Used with RFID technology and Connect & go

Safas enterprises India 2020-22

Accountant

- Regular Updating of all cash/Bank Transactions, petty cash
- assist in processing and finalization
- Verification of Bills Payable, Preparation of Payment voucher and accounting with proper narration on daily basis,with 15% cost reduction
- Petty Cash handling and reconciliation Regular update, implementation and generate reports from Financial Module.Used Taly prime 2.1

ADNOC distribution UAE 2016-20

Convenience store Cashier

Apco automobiles pvt Ltd India 2015-16

Accountant/ Cashier

Malabar group of companies India 2014-15

Accounts assistant