|  |
| --- |
|  |

|  |
| --- |
|  |

|  |  |
| --- | --- |
| **Personal Details** | FasilFasil.256413@2freemail.com * Date of Birth : 17-Nov-1989
* Nationality : Indian
* Status : Male/Married
* Religion : Muslim
 |
| **Career Objective** | To use my skill with broader responsibilities, to allow professional growth and make a solid bottom line contribution to the overall efficiency and operations. |
| **Experience** | **Accountant**June-2014 to Present:EMKE International Trading Co. Doha, Qatar* General Accounting work on Daily Basis
* Posting Journal Entries and to Ledger
* Rebate Calculation,Cheque Preparation
* Bank Reconciliation
* Verification of stock records
* Reporting like Trade log by customer(Purchase & Sale)
* Prepare Credit note & Debit note
* Prepare Reports
 |
|  | **Accountant**May-2013 to May-2014 :AM MOTORS (MarutiSuzuki Dealer)Changaramkulam ,Malappuram,,India* General Accounting work on Daily Basis
* Cash and Stock Maintaining
* Reporting to Opening And closing Balance to Finance Manager
* Keeping Customer Details
 |
|  | **Accountant And Shop In charge**June-2012 to May 2013 :AL QADISIYAH Supermarket,, UAE* General Accounting work on Daily Basis
* Maintaining Payroll Accounts
* Finalization of Accounts
* Leading And Controlling the workers
 |
|  | **Accountant**July-2010 to August 2011(Part time) : THANAL WELFARE SOCIETY,Changaramkulam,,India* General Accounting work on Daily Basis
* Maintaining Cash and Loan Details
* Prepare Details for Reporting Auditor
 |
| **Education** | 2013**M.com**Madurai Kamaraj UniversityPassed2011**B.com** Calicut University Passed2008**Plus two**Higher Secondary board of Kerala Passed2008**SSLC** Kerala public examination board Passed |
| **Technical Qualification** | **Accounting Software*** Work experience in **SAP 7.10**
* Work experience in DMS ( Dealer Management System ) AM MOTORS
* Work experience in Retail Plus( Al Qadisiyah Supermarket)
* Knowledge in **Tally ERP9**

**Accounts & General knowledge*** Advanced Diploma in Manual and computerized Accounting
* **MS office**(Excel,Word&Powerpoint) Photo shop & Premier
* Completed the course of CCNA,MCSE & RHCE
* Certificate course in Computer Hardware and Networking
* Windows 8,7,xp and Linux (Operating System
* **Languages known**: English,Malayalam,Hindi,Arabic(read&write)
 |
|  |
|  |
|  |