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**ZUHAIR**

**ZUHAIR.269291@2freemail.com**

**OBJECTIVE**

To work in a competitive and challenging environment, contributing to the best of my abilities towards the growth and development of a progressive company, make optimum utilization of my interpersonal and academic skills to pursue a challenging and rewarding career.

**PROFESSIONAL EXPERIENCE**

Accounts Assistant under T.SATHEESAN, Accountant &Tax Practitioner (Kannur, Kerala, India) from Feb 2015 till Jan 2016.

*Job Responsibilities*

* Preparation of all types of vouchers.
* Payroll.
* Account Reconciliation.
* Preparation of tax returns.

**EDUCATIONAL QUALIFICATION**

**ACCA,Reg No.3198196( PURSUING)**

**MASTER OF COMMERCE (PURSUING)**

**BACHELOR OF COMMERCE (2011-2014)**

* Specialized in Co-operative Principles.
* Completed the Degree securing an aggregate score of 2.58 on a scale of 4 completing 33 papers and practical.

*Project Undertaken*

A study about customer satisfaction from Agreenco Fibre Foam Pvt Ltd.

**TECHNICAL SKILL**

* Certified in Computerized Accounting (PEACHTREE, QUICKBOOKS, and TALLY.ERP9 & MS-EXCEL).
* Well versed With MS-Office.

**PERSONALITY TRAITS**

* Good communication skills.
* Proven analytical strength.
* Excellent Accounting Knowledge.
* Credible Leadership qualities.
* Excellent team player.
* Sincere, Hardworking, Optimistic and Honest.

**PERSONAL DETAILS**

Nationality : Indian

DOB : 22nd December 1992

Gender : Male

Languages : English, Hindi, Malayalam

Visa Status : On Visit (Valid until 18th June)

**REFERENCE**

 Reference can be provided during the time of requirement.