**MOHAMMED**

**Objective:**

Persuasive Accountant at developing a diverse and large client base. Constantly looking for

new ways to promote products and build professional network ties.Talented and effective at building

loyalty and long-term relationships with customers while exceeding sales targets. Persuasive sales

professional offering extensive hands-on experience prospecting for new clients in new markets. Looking for job opportunities in sales, marketing or customer service oriented fields.

**Work Experience:**

**Work**

**1. Sales and Marketing Executive , at iChanical Software Solutions [March 2012 - April 2015]**

**My Roles:**

• Always over achieved sales target in the most stressful conditions.

• Identified business opportunities and target markets.

• Made initial customer contact through visits/calls and Identified each potential customer’s needs.

• Formulated business proposals according to customers’ business needs and negotiated prices and

variations in prices and specifications.

• Recorded sales information and maintained customers’ records and made rapid calculations of costs in

order to provide temporary quotations when required.

• Prepared sales reports by analyzing and summarizing information and reviewed self sales performance

with a view to improve it.

• Created effective messaging using language, graphics and marketing collateral.

• Collaborated with designers and the editorial team on marketing materials.

• Managed project deadlines and monitored milestones through completion stage.

• Conducted market research, for example using customer questionnaires and focus groups.

• Communicating with target audiences and managing customer relationships.

• Sourcing advertising opportunities and placing adverts in the press or on the radio.

2. **Accountant** , **at M/S Stork play tourism pvt litd , India [October 2015 - March 2016]**

**My Roles:**

• Analyze monthly report of different companies and report to the management Guide and train to junior accountants for posting and preparing accounts.

• Coordinate with statutory/government bodies for tax related purpose.

• Report on periodical variances to the firms.

• Assisting in Preparation of cash flow statement.

• Analyze quarterly, half yearly and annually company accounts and reports.

• Preparation of year ending schedule for Audit.

• Filing and safe keeping records and documents.

• Checking invoices and receipts and bank statements.

• Preparing trail balance, P & L account and balance sheet.

• Checking of year-end inventory.

**Education:**

***BBM (Bachelor of Busisness Management ), 2012-2015***

*St Aloysius College, Mangalore India , Grade: High Second Class*

***Pre University Certificate (P.U.C),2010-2012***

*Milagres College , Mangalore India , Grade 72%*

**Computer Skills:**

**Office Tools:**

* MS Office ,MS Excel, Power Point
* Tally ERP 9
* System Application Products for Data Base ( SAP )

**Extra Curricular Activities:**

**School Prefect Council**

Was the head of AJI Senior Secondary during 2008 -

2009 and went on to become Head of prefect

council next year.

**Training and Certification:**

**Certificate of Excellence**

St. Aloysius College, Mangalore, March 2013

Certificate for undergoing training programme

in Visual Merchandising and New Product

Development.

**Certificate of Leadership**

St. Aloysius College, Mangalore, March 2014

Certificate of Leadership for serving the Student

Council as Secretary of Quiz Association

**Key Competencies :**

* Customer Satisfaction
* Business Development
* Self-directed Learning
* Account Management
* High Level Of Accuracy
* Social Media Marketing
* Presentation

**Personal Information:**

Nationality : Indian

Date of Birth : 22nd May 1994

Religion : Muslim

Languages Known : English, Hindi, Kannada, and Malayalam .

Nationality : Indian

Marital Status : Single

[Click to send CV No & get contact details of candidate](http://www.gulfjobseeker.com/feedback/submit_fb_em.php)

