FAZIL

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E@MAIL :- fazil.340248@2freemail.com

OBJECT

To work in challenging and responsible position where I can apply and improve my knowledge and skill to contribute to a dynamic and growth oriented organization.

WORKING EXPERIENCE

* DERBY GENERAL TRADING LLC.

NEW SANAYA IND AREA, AJMAN-UAE

ACCOUNTANT (ASWORKING )

* ROYAL WOOD HANDICRAFT PVT. LTD

NAGINA (BIJNOR), U.P (WEST)- INDIA

JUNIOR ACCOUNTANT (FEB 2013 – JUNE 2014)

* MUNICIPAL CORPORATION NAGINA

NAGINA (BIJNOR), U.P (WEST)- INDIA

COMPUTER OPRATER (1 JUNE 2012 – 31 JAN 2013 )

* LEE SOLLY GARMENTS SHOP

NAGINA (BIJNOR), U.P (WEST) - INDIA

COUNTER SALESMAN (JUNE 2011 - MAY 2012)

SKILLS

* TALLY 9.0, ERP 9

LEDGER CREATION

STOCK ITEM CREATION

STOCK CATEGORY CREATION

PURCHASE & SALES ORDER MAINTAIN

PROFIT & LOSE ADJUSTMENT

COST CENTER MAINTAIN

GROUP VOICE SALARY MAINTAIN

DAY BOOK SUMMERY

PHYSICAL STOCK VERIFICATION

* CIVIL AUTO CAD (2D & 3D)

DRAFTING SETTING

LAYER CREATION

2D OBJECT MAP

3D OBJECT MAP

ELEVATION MAP

SECTION MAP

STAIR SECTION MAP

CAMERA & WALKING COMMAND

* INTERNET & BASIC KNOWLEDGE

EMAIL, DOWNLOADING

MICROSOFT WORD, MICROSOFT EXCEL

POWER POINT, WINDOW INSTALLATION

GOOD PEOPLE COMMUNICATION

EDUCATOINAL BACKGROUND

* THIRTARY EDUCATION

K.G DIGREE COLLEGE (2011 - 2013)

NAGINA (BIJNOR), U.P - INDIA

* SECONDARY EDUCATION

M.M INTER COLLEGE (2004 - 2010)

NAGINA (BIJNOR), U.P - INDIA

* PRIMARY EDUCATION

NEHRU JUNIOR HIGH SCHOOL (1996 - 2003)

NAGINA (BIJNOR), U.P - INDIA

PERSONAL DETAILES

* BIRTH PLACE NAGINA (BIJNOR), U.P - INDIA
* D.O.B 04-04-1993
* AGE 21YR
* MARITAL STATUS UNMARRIED
* NATIONALITY INDIAN

REFERENCE

I HERE BY DECLAIR THAT ALL INFORMATION’S GIVEN BY ME ARE TRUE AND IT CAN BE CERTIFIED.

DATE: - FAZIL