 CURRICULAM VITAE

MOHSIN

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***Personal summary***

A highly motivated Finance graduate who is able to provide key analytical support to company managers. Ambitious and looking forward to playing a vital role in financial decision-making and adding significant value to a business. A high performing individual, demonstrating drive, enthusiasm and initiative, with the ability to work well under pressure, consistently delivering quickly and accurately and able to prioritise to ensure deadlines are met whilst maintaining a high standard of analysis and insight. Experience of budgeting, forecasting and producing monthly financial reports as well as reviewing internal company processes to advise on any improvements which could be made.

Presently looking to join a company that offers long term career prospects and also a opportunity to study towards CIMA membership.

***Academic***

***IASE DEEMED UNIVERSITY ,RAJASTHAN***

*MBA (FINANCE) 2012-2013*

***ROHILKHAND UNIVERSITY – (****B.COM) BACHELOR OF COMMERCE)*2007 – 2010

***SUNDER LAL INTER COLLEGE-*** *12TH CLASS 2006*

***SUNDER LAL INTER COLLEGE-*** *10TH CLASS 2004*

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| ***Duties*** |
| |  | | --- | | * Supporting external auditors in their interim and year end   programmes   * The preparation and delivery of Management Accounts. * Monitoring and reviewing company spending. * Providing financial information and recommendations | | Control of merchandise spending.   * Invoicing and purchase order creation and maintenance. * Supporting development of short and long-term business plans. | | * Development of sales, marketing & promotional expenditure   forecasts.   * The preparation of month & year end results * Sales activity analysis. * Responsible for inventory and margin analysis and reporting. * Identifying and recommending to managers opportunities for cost   Reduction and revenue improvement  *work experience*   * WORKED IN MODI PVT LTD FOR TWO YEARS AS ASST.ACCOUNTANT ,   INDIA (2010-2012)   * WORKED IN SAPNA GENERAL TRADING AS ACCOUNTANT, AJMAN   UAE (2012-2014)   * WORKED IN ZAMZAM PVT.LTD.FOR 2 YEARS AS ACCOUNTANT A ( INDIA (2014-2016)       ***Duties***   * Helped to maintain the administrative system. * Removed metal pipes from a section of canal. * Organised community events. * Making invoices and packing list * Making cheque & salary slip * Making folders * Making purchase,sales,payment & journal entries * Handling customer & caling to coustomer for payment   ***ZEE Supermarket – INDIA***   * PART TIME CASHIER 2007 – 2009   ***IT KNOWLEDGE*** | |
| * Tally (9.0) * Visual Basic Developed Softwares. * ERP Softwares * Good IT skills including Microsoft Office – PowerPoint ,Word * Advance excel knowledge * Email sending & receiving * Participation inteam-wide preparation of statutoryaccounts. |

***Personal***

* Excellent people skills, leaderships skills and customer focus.
* Good communication skills.
* A proactive approach to problem solving.
* Able to work closely with customers, often in joint client/consulting teams.
* Flexible & adaptable, able to work well individually and within a team.
* The ability to perform under pressure and deliver to challenging timescales.
* Ability to handle confidential information.
* Can interact with all levels of staff including senior management.
* Attention to detail.
* Can build and maintain strong relationships.
* Proactive, taking the initiative to explore issues and to generate new ideas and approaches.
* Able to work under pressure and deliver results to deadlines.
* Having a creative, analytical, practical and thorough approach to resolving issues.

***PERSONAL DETAILS***

**Date of Birth: 30-06-1990**

**Gendre : Male**

**Nationality: Indian**

**Marital Status : Unmarried**

**Language Known : Hindi, English , Urdu**