 Resume

**Shakir**

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## **OBJECTIVE**

I am an enterprising young professional intending to continue my development as a consultant. I think in terms of results and objectives, I am enthusiastic, and I work with decisiveness and conviction. I have a proactive attitude and find positive ways to stimulate and engage with people.

**Educational Qualification**

* Bachelor of Commerce, DRBCCH College Chennai (2005-2008)

(Madras University)

### **COMPUTER LITERACY**

* Knowledge of Accounting package Tally ERP9
* Knowledge inM.S Office, Excel

**Work Experience (UAE)**

### Organization : Topmost General Trading company L.L.C.

#### Nature of Work : Manual & Computerized Accounting

#### Position : Sales Executive

#### Period : Mar 2017

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**Work Experience (India)**

### Organization : Axis Bank Private Ltd (chennai)

#### Nature of Work : Retail broking

#### Position : Sales

#### Period : June 2014 to Dec 2016.

#### Organization : Zeenath Silks &SareesPvtLtd.Kottakkal, Kerala

#### Nature of Work : Manual & Computerized Accounting

#### Position : Accountant

#### Period : May 2009 to Jan 2014

**Work Experience (UAE)**

#### Organization : SkyfabPvt Ltd.

#### Location : Sharjah - UAE.

#### Nature of Work : Manual & Computerized Accounting

#### Position : Accoutant and PRO ( Public Relations Officer)

#### Period : From July 2008 to April 2009

### **PERSONAL DETAILS**

Date of Birth : 03 - 07 - 1985

Sex : Male.

Nationality : Indian

Marital Status : Married

**Declaration**

I here by declare that all the information is true and best of my knowledge.

Date: