**

ABHILASH

E-MAIL: [abhilash.369071@2freemail.com](mailto:abhilash.369071@2freemail.com)

**POST APPLIED FOR-: ACCOUNTS, CASHIER, STORE KEEPER & ADMIN**

**OBJECTIVE:-**

*To be able to work in an environment which offers a good opportunity to share my knowledge and skills with others and participate myself and work towards for a complete satisfaction of the company.*

**QUALIFICATIONS:-**

1. ***Educational:-***

* MBA from Bharathiyar University - 2013
* B. Com from Calicut University - 2011
* HSE From Board of Higher Secondary Education, Kerala - 2007
* SSLC (Govt. of Kerala Board of Examination – 2004

1. ***Professional Qualification :***

* Management perspectives in Singapore on MDIS (Management Development Institute of Singapore)-March-2013
* DIFA(Diploma in Indian &foreign Accounting)Registered with Ministry of Education, Singapore. August-2009

**Project: -**

* A study on working capital management of East Ernad Service Co-operative Bank LTD, Edakkara, India.

**WORK EXPERIENCEINDIA**

MILMITH GARMENTS. Malappuram Dist. Kerala. Working as an Accountant and marketing from 05-09-2013to 20-01-2017

**Knowledge of**

**Accounting Professional Personal**

Account reconciliation MIS Team Player

Payroll MS Office & Excel Listening Skills

Book Keeping Analyzing Financial data Self motivated

TAX Credit Control Setting Priorities

**Skill acquired whilst studying**

* Organised and able to deal with multiple workloads at the same time
* Debtor and purchase ledger reconciliation.
* Accurately and promptly processing documentation.
* Liaising with legal departments, bank and auditors.
* Processing accounts payables invoices.
* Recording all cash activity on a daily basis.
* Knowledge of electronic banking systems.

**Other Skill:-**

* Good communication skills
* Capability to work under pressure
* Easily handle multiple tasks simultaneous.
* Good Computer skills

**PERSONAL DETAILS:-**

|  |  |
| --- | --- |
| Name | ABHILASH |
| Date of Birth | 29 /06/1987 |
| Nationality | Indian |
| Visa Status | Visiting visa |
| Marital Status | Single |
| Date of Issue | 23/07/2010 |
| Date of Expiry | 22/07/2020 |
| Place of Issue | Malappuram |
| Driving License | Indian Light Duty Driving License |

**LANGUAGE KNOWN: -** English,Tamil and Malayalam

I hereby declare that all statements mentioned in above are true, complete and correct to the best of my knowledge and belief.

Yours Sincerely,

**Abhilash**