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**MOHIYUDDIN**

**MOHIYUDDIN.371151@2freemail.com**

**OBJECTIVE:**

Seeking a quality environment where my knowledge & experience can be shared and enriched. Looking for an opportunity to contribute my professional qualities, technical skills and experience for the organization.

 **PROFILE IN BRIEF:**

* Hold Master Degree **MBA in Finance & Marketing**.
* Hold KSA Drivers License.
* Overall 2 years of Experience as a Accountant.
* Excellent verbal & written communication skills & Customer Service Skills.
* Have excellent communication skills in English and can effectively handle clients, contractors, consultants.
* Excellent communication and inter personal skills.
* Ability to work under pressure to handle multiple tasks, committed to manage and meet deadlines.
* A quick learner, precise, self-motivated and hard working.

**WORK HISTORY:**

* **Worked with M/S GULF CREW TRADING & CONT. CO. (GCT) Dammam, KSA as a Accountant ( June 2015 to Nov 2016 )**
* Prepare, examine, and analyze accounting records, financial statements, and other financial reports to assess accuracy, completeness, and conformance to reporting and procedural standards.
* Preparing accounts, Processing of customer payments and balancing accounts.
* Administering payrolls and controlling income and expenditure
* Auditing financial information
* Compiling and presenting reports, budgets, business plans, commentaries and financial statements. . Entering vendor invoices into the system and communicating with vendors.
* Analysing accounts and business plans
* Financial forecasting and risk analysis

Meeting and interviewing clients

* Managing colleagues, workloads and deadlines
* Prepares asset, liability, and capital account entries.
* **Worked with M/S Prithvi Developers Mangalore INDIA as a ASST. ACCOUNTANT Mangalore, INDIA ( May 2014 to May 2015 )**

**Job Description:**

* Real estate accountants prepare financial material for property management organizations.
* Accounting records and draft reports to help real estate managers develop and handle their budgets.
* Prepare or contribute to documents such as lease and rental agreements, cost estimates and annual reports.
* Calculate tax liabilities and prepare tax returns on behalf of real estate organizations.

**ACADEMIC & TECHNICAL PROFILE:**

* **MBA (Finance & Marketing) in St. Aloysius Institute of Management and Information Technology, Mangalore India.**
* **Computer Skills: MS-Office, TALLY ERP-9, express Internet, Software exposure.**

**ACADEMIC PROJECT AND INTERNSHIP:**

* A project Report on “STUDY ON THE PROBLEM OF COMPARTMENTALIZATION at FASHION BIG BAZAAR IN MANGALORE ( 12 WEEKS)
* Summer Internship Project at HERO MOTORCORP Company, Puttur (June and July 2013).
* Organizer of National level management fest insignia 2013,2014
* Committee member of National level fest INSIGNIA 2013-14

**SPECIALISED TRAINING:**

* SPSS (statistical Package for Social Science)
* Good knowledge on Microsoft office

**DECLARATION:**

I hereby confirm that the information given above is true to best of my knowledge.

Place: Dubai, UAE.