**AHAMED**

**AHAMED.372305@2freemail.com**

**Career Objective:**

I would like to be part of a team that works on the principle of professionalism, dynamism, co-ordination and a mixture of independent and collective responsibilities. I am continuously looking for ways to improve and maximize output with an optimistic and positive attitude being energetic and ambitious, strive to excel the productivity and increase profitability of my organization by applying IT to business needs.

**Key Skills:**

* Excellent communication and interpersonal skills.
* Expertise in business skills.
* Operating Systems: Windows 98/ XP/7.
* Packages: Microsoft Office, TALLY, Peachtree and Adobe Photoshop.
* Strong knowledge of Business management skills.

**Strength:**

* Confident and hard worker.
* Innovative and creative.
* Positive Thinking.
* Ability to work in team.
* Leadership quality.
* Keen to learn new things.
* Passionate to work.
* Vision for Achieving Goals.
* Target Oriented.

**Academic Qualification:**

|  |  |  |
| --- | --- | --- |
| Bachelor of business Management (BBM) | : | Shree Devi College Mangalore (Batch 2014-17) with 55%. |
| Pre University College (P.U.C) | : | Mudipu govt Pre University college (Batch 2013) with 50%. |
| S.S.L.C | : | Udaya English Medium Higher Secondary School Manjeshwar Kerala (Batch 2011) with 78%.  |

 **Professional Certifications:**

|  |
| --- |
| * Accounting
* Tally ERP9
* Peachtree
 |

**Extra-Curricular Activities:**

* Participated in various Painting, Drawing, ice breaker and debate competitions.
* Participated and won prizes in Essay writing and Story writing.
* Played cricket for college team.

**Hobbies:**

* Playing chess, cricket.
* Listening Music.
* Drawing.
* Gardening

**Personal Details:**

|  |  |  |
| --- | --- | --- |
| Nationality | : | Indian |
| Date of Birth | : | 17/03/1995 |
| Gender | : | Male |
| Marital status | : | Single |
| Languages known | : | English, Hindi, Malayalam, Kannada, Urdu |
| Hobbies | : | Football, Swimming, Cricket |
| Visa Status | : | Visit –Transferrable  |

**Declaration:-**

I hereby declare that the details furnished herein are true to the best of my knowledge and belief. Wherever applicable, I can provide documents in Original to substantiate any information provided here.