

# MADHU

# Position applied for: Accountant, Data Entry Operator, Store/Time Keeping & Sales Sector

**madhu..381148@2freemail.com**

**Bur Dubai, Dubai UAE.**

**CAREER OBJECTIVE:**

To grow with and within the firm and to utilize my skill in an environment who offer’s mean opportunity to learn and grow. And to be a hand of winning team, which believes in the teamwork and give profitable result.

**TECHINICAL SKILLS& COMPUTER KNOWLEDGE:**

* PGDCA (MS Office (Excel, Word, PowerPoint & Access etc.)
* Accounting Package (Tally ERP, Focus, Wings etc.)
* Type Writing (25 Wpm)

EDUCATIONAL QUALIFICATIONS:

* **Graduation**: B.Sc. MPCS (Mathematics, Physics & Computer Science) Osmania University
* **Intermediate** in M.P.C with an aggregate of 72.7% from TRINITY Junior College Karimnagar(2011-2013)
* **SSC** with an aggregate of 74% from SFS High School(2010-2011).

PERSONAL COMPETENCIES:

* Self-confidence.
* Good Communication Skills.
* Dedication to work with Patience.
* Team oriented mind.
* Hard working, planning, and effective managing of time.

INTRESTED IN:

* Playing Cricket,
* Listening Music,
* Helping Others.

PERSONAL PROFILE:

* Marital status : Married
* Date of birth : 13/10/1994
* Sex : Male
* Languages know : English, Telugu and Hindi
* Nationality/Religion : Indian/Hindu.
* Visa Status : **Visit Visa**
* Temporary Address : Bur Dubai.

PASSPORT DETAILS: -

Passport Issue Date : 10-02-2017

Passport Expiry Date : 09-02-2027

Passport Issued Country : Government of India.

DECLARATION:

I hereby declare that the above information is true, according to my knowledge.