

**FARIS**

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**Dubai - UAE**

**Personal Details**

Date of birth **:** **08.04.1994**

Gender **:** **Male**

Marital status **:** **Single**

Nationality **:** **Indian**

Visa Status : **Visiting Visa**

**Career Objective**

To establish a challenging career in accounting field, where sound analytical and organizational skills would be needed wherein, I can apply my knowledge and acquire skills and contribute effectively. I can manage to work at any kind of situation.

**Working Experience**

Designation : Junior Accountant

Period : 1st April 2015 to 24th March 2016

Designation : Accountant

Duration : 20th Sep 2016 to 30th Aug 2017

Designation : Account's Assistant

Duration : 1st May 2018 to 30th April 2019

**Academic Qualification**

|  |  |  |  |
| --- | --- | --- | --- |
| Name of the course | Name of the institution | University / Board | Percentage  secured |
| B. Com | Al Farook College | Calicut University | 60% |
| Higher secondary | Govt. Higher. Sec. School, Parayancheri | State Board | 70% |
| SSLC | MMVHSS, Parappil | State Board | 75% |

**Technical Skills**

* + Tally ERP 9
  + MS Office Expert
  + Accounts receivable & payable
  + Analytical and problem-solving skills
  + Enterprise Systems
  + Time management
  + Planning
  + Presenting

**Achievements**

* Volunteered for presentations and cultural programs held in our college.
* Participated in various community development programs and industrial visits.

**Languages Known**

* English
* Hindi
* Malayalam
* Tamil

**Personal Strength**

* Honest and sincere with systematic approach to the work
* Independently having good judgment power
* Friendly attitude and personality
* Self-motivated and trustworthy
* Determined to achieve goals and improve performance

**Skill Background**

* Excellent interpersonal skill
* Self motivated, flexible and obedient
* Competitive and friendly in challenging work atmosphere
* Strive for perfection and displayed ability to work with minimal supervision

**Declaration**

I hereby declare that the above mentioned particulars are true to the best of my knowledge and belief.

**Place:**

**Date: FARIS**