**OBJECTIVE**

I am a diligent, assertive, self-motivated, and resourceful individual looking for a challenging role to utilize my MBA Qualification in the area of Finance & Marketing with a reputed company to effectively work in a professional environment and demonstrate work ethic and commitment, apply theoretical knowledge and skills to real business situations in the organization to achieve its goals and effectively utilize my creative thinking to convince the people to help the company to increase its revenue and achieve high targets and to continue my career development as a Marketing professional.

## Academic Qualification

* Master of Business Administration (2011-2013) **-** Dr. P K Rajan Memorial Campus, kannur University, kerala-India.

**Technical Qualification**

* Diploma in Computer Financial Accounting.
* Diploma in Professional Accounting.
* Strong knowledge in Tally ERP 9, Peachtree & Quick book.
* Familiar with MS OFFICE (Word, Excel, Power point).

**PROJECTS**

* An organization Study of Granite Udyog LTD at KINFRA PARK, Kasaragod, kerala-India.
* A study on Advertisement Effectiveness of Maruti Suzuki LTD with special reference to KVR Car Dealers at Kasaragod, kerala-India.
* A study on effectiveness of employee training and development at Calicut Tile Company, Feroke, kerala-India.

**EXPERIENCE**

**Name of Company:** M/s. Arafa Wood Industries Pvt Ltd.

**Designation:** Accountant Cum Office Executive.

**Duration:** (September 2013 - May 2014).

**Place:** India.

**Responsibilities:**

* Analyze financial information.
* Prepare financial reports to determine or maintain record of assets, liabilities, profit and loss, tax liability, or other financial activities within an organization.
* Correspondence with Customers, Suppliers and Bank through telephone, email and other communication modes.
* Maintaining day to day cash inflows and outflows.
* Prepare and review budget.
* **Lecturer in G-TEC College for Advanced studies**, kerala-India. (June 2014 to January 2015).
* **Customer Service Representative,** M/s. **TECH CITY**, Kerala-India. (April 2011 to October 2011).

## Achievements

* Second prize in Best Management Team and Third prize in Human Resource Management on Belva Season-3 (2011) Intra Management Fest at centre for MBA (Kannur University), kerala-India.
* Third prize in Best Management Team on Voyage-10 (2010) at ST. Plus x college (Kannur University), kerala-India.
* Certificate of National Management Conference on Diksha-2012 (Aspiring Managerial Excellence Challenges & Opportunities) at centre for MBA (Kannur University), kerala-India.

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**LANGUAGES**

English, Hindi, Malayalam.

**PERSONAL**

Date of Birth : 20/01/1990

Place of Birth : Kerala, India

**First Name of Application CV No: 387168**

Whatsapp Mobile: +971504753686

