

SHAHANAD K

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CAREER OBJECTIVE

To obtain a challenging position that provides me opportunities to exploit my knowledge and extensive development skills to the extreme levels of my ability and to continually upgrade myself to the highest levels of expertise enabling the organization to achieve its target and growth.

ACADEMIC PROFILE

BACHELOR OF COMMERCE (B. Com) -2018.

UNIVERSITY: UNIVERSITY OF RABINDRANATH TAGORE, , INDIA

HIGHER SECONDARY EXAMINATION -2015.

INSTITUTION: STATE BOARD OF HIGHER SECONDARY EDUCATION, KERALA, INDIA

SECONDARY EXAMINATION (SSLC)-2013.

INSTITUTION: STATE BOARD OF SECONDARY EDUCATION, KERALA, INDIA

PROFESSIONAL EXPERIANCE

ACCOUNTS ASSISTANT (6 Months)

CMA SHABEER ASSOCIATES, KANNUR, KERALA, INDIA.

- GST Registration and Return filing.
- Book keeping.
- Assisting Internal and Statutory Auditing work.

SALES EXECUTIVE (2 Year)

AB ENTERPRISE, KANNUR, KERALA, INDIA

AREA OF SKILLS

- ❖ Persistent to achieve target required.
- ❖ Ability to cope and manage things under pressure.
- ❖ Positive attitude, flexible and open to work shift.

Technical

- ❖ Proficient in MS Office application - Excel, Word, PowerPoint
- ❖ Well versed in Accounting Packages (Tally ERP)
- ❖ QuickBooks
- ❖ Trade Easy

Languages

- ❖ English, Malayalam, Hindi & Arabic.

PERSONAL DATA

Date of Birth: 06-05-1998

Marital Status: Single

Gender: Male

Nationality: India

Passport No: R1365085.

VISA Status: Visiting VISA.

DECLARATION

I hereby declare that, the above information is true and correct to the best of my knowledge

SHAHANAD K