

MUHAMMED SARFAS M P



Muhammed Sarfas M P
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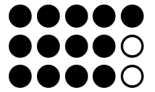
PROFILE

Highly motivated, energetic and adaptable individual seeking to obtain a employment position where i can apply my excellent organizational and communication skills, professionalism and enthusiasm, while completing my studies

SKILLS

Softwares

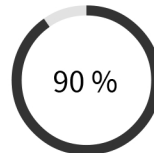
MS Office
Tally erp 9
Peach Tree



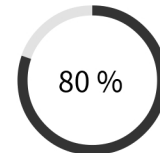
SPECIAL SKILLS

- Quick at learning new concept technical logics and putting them to use
- Well developed communication skill both oral and written
- Innovative and resourceful with the ability to recognize new ideas
- Excellent communication administration co-ordination and intra personal skill

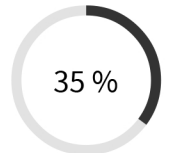
LANGUAGES



English



Hindi



Arabic

WORK EXPERIENCE

SALES MANAGER

- 3 years as Manager at Ladies World, Calicut
- 6 Years as Sales Executive at Johra Boutique & Keuze Fashion

Duties

- Customer relation
- Prepare documents relating to debit notes, bills, invoices, etc.
- Maintain accounting records.
- Stock Control

EDUCATION

B.Com Finance Completed
University of Calicut, India

Plus Two COMMERCE
Kerala, India

SSLC
Kozhikode, Kerala, India

HOBBIES



Exploring
distant lands



Getting lost in a
good book



Capturing
moments



Feeling the
music



Biking