

AMEER MOHAMED EK

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KERALA, INDIA

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CAREER OBJECTIVE

Aiming for an innovative, challenging, responsible and regarding career where there is a scope for improving my knowledge and learn from the experiences gained in the pursuit of my job and also where I can take part in the growth of the organisation.

EDUCATION

Bachelor of Commerce (2005 – 2008)

- University of Calicut, Kerala, India

WORK EXPERIENCE

Saif Al Majd Supermarket, Al Ain, UAE

- Accountant - 10 years (2013 - Present)
- Technical Maintenance - 6 years

Alpha Techno Products (ATP), Kerala, India

- Accountant and Stocks Manager - 2 years (2009 - 2011)

SKILLS

- Finalization of accounts
- Company performance analysis.
- Maintaining Day books
- Maintaining Ledger accounts
- Managing ability

Software Skills

- Advanced skill in Tally (Certified)
- Advanced skill in Microsoft office applications (Word, Excel, Power point) (Certified)
- Intermediate skill in Video and Graphic designing

Hardware Skills

- Installing and configuring PC Hardware, software, peripherals such as modem, printers, scanners and optical CD Drives.
- Wiring, plumbing, repairing

STRENGTHS

- Teamwork spirit
- Positive mindset
- Comprehensive Problem-Solving Abilities
- Eagerness to Learn new skill
- Highly Motivated

PERSONAL DETAILS

- Date of Birth : 27th October 1987
- Father's Name : Abdul Majeed EK
- Nationality : Indian
- Marital status : Married
- Languages known : English, Arabic, Hindi and Malayalam

REFERENCES

Dr Ummer Tharammal

Professor in Malayalam Dept
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+91 9447675916

Abdul Majeed EK

Managing Director
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DECLARATION

I hereby declare that the above said information is true to the best of my knowledge and belief.

Ameer Mohamed EK