

MOHAMAD VASIM AKRAM



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CAREER OBJECTIVE:

Accountancy & Marketing Graduate with good academic standing applying for An Accountant Cum MIS, Sales, Sales Associates, Supervisor, Merchandiser, Customer Advisor, HR executive, Payroll, Logistic & Admin Position where I can use my knowledge and Experience to ensure the delivery of all.

EDUCATIONAL BACKGROUND:

- BBM (bachelor's in business management).
Shree's BBM College – Gulbarga University (2013), Raichur, Karnataka India.
- Higher Secondary – Tagore Memorial College of Commerce (2010), Raichur, Karnataka India.

PROFESSIONAL EXPERIENCES:

Total Work experience: 2 YEARS

Hassani Group of Companies

Associated: - Al Qouz Cold Store L L C

An Accountant Cum MIS

[Dubai, UAE]

AUG 2019 – Present

- Facilitated process, Custom Clearness, Costing, Stock Adjustment, Invoicing, Purchase return, Sales return, Credit notes.
- Managing daily, weekly & monthly reports generate tasks using Excel & ORION Software to ensure accuracy and timeliness.
- Analyse Inventory and prepare SKU management & MIS.
- Analyse LPO & invoice and prepare Customers Outstanding and reconciliations with invoice, collections & Bank Statement.
- Audited internal financial process on a quarterly, yearly basis with senior management.
- Analysed pricing for Customers
- Executed and reported variance and gap analysis with all documents maintained.
- Solving trade finance related issues.
- Follow-up & Co-ordinate with customers & supplier to maintain business.
- Maintain cheques, deposit cheques on due date, follow up with the customer for cheque bounce and payment due, Petty Cash & Attendance
- Maintain team work to supervise complete the task within time.
- Supply chain management with staff & customers.
- Creating's new idea for business development with happy smile.

Total Work experience: 4 YEARS

The Savola Group KSA

[AL MADINAH, KSA]

Associated: - Hyper Panda – Al Madinah Al Munawara

FEB 2015 TO JULY 2018

Storekeeper cum Merchandiser.

- Extensive experience of product sales, Merchandizing, and customer service activities, in a supermarket store
- Working in SABS Software for making ordering, pricing and stock maintain
- In-depth knowledge of inventory management and data entry practices
- Remarkable knowledge of all products, services, and solutions
- Ability to interact with all customers, in a friendly and helpful manner
- Greeted and interacted with customers to determine their product requirements
- Provide high quality customer service to clients and maintained their satisfaction level
- Provide purchasing assistance to customers and guided them to product location
- Promoted, recommended, and sold appropriate merchandise to customers
- Placed, displayed, and maintained store merchandise, in an effective manner

KEY COMPETENCIES:

- Strong analytical, Mathematical problem solving and leadership skills
- Hardworking, quick learner and self-motivated team player with good management skills
- Can work effectively independently or as a part of a team
- Excellent Communication Skills

➤ **Computer Competencies:**

- Excellent knowledge in Advance excels functions, including Pivots, VLOOKUP.
- Knowledge of TALLY ERP 9.0 & ORION Software.
- Ability to prepare impressive report presentations

PERSONAL DATA:

Date of Birth	:	02-Jun-1991.
Nationality	:	Indian.
Marital Status	:	Single.
Passport No	:	K8352760 valid till 22 nd Nov 2022.
Driving license	:	YES (AUTO)
Languages	:	English, Arabic, Hindi, Kannada, Urdu & Telugu.
Hobbies	:	Travelling, Playing cricket

I hereby state that the above given information is true to the best of my knowledge & belief.

Date:

Signature of the Candidate

Place: DUBAI, UAE