



BAREESH MAYOOR MOHANAN

A highly motivated and enthusiastic individual with around 16 years experience in Administration, Marketing with good communication skill, handling clients with utmost ease, Multitasking abilities. A team- player who is recognized for providing exceptional customer service. Looking for a great opportunity in a reputed company

Work experience

Managing Partner

Feb 2018 - Present

Bari's Travel Cab (JB CABS), Thrissur

Client: Byjus Learning App, Thrissur

- Handling cab service for Byjus Learning App.
- Arrange around 40-50 cars per day.
- Maintain proper accounts.
- Preparation of monthly reports on sales, cash inflow and outflow.
- Regular meet up with clients for the confirmation of service and payments

Service Admin (IBM MAXIMO & DELITE)

John's Honda Cars

2016 August – 2017 April

- Monitor every service request that have been done
- Assign job to service dept.
- Verify very work order that have been closed on time

2014 February – 2014 October

Accountants & Administration

- **Jawhart Al Hajri Trading L L C**

Handle the accounts of GRP Resource L L C and Jawhart Al Hajri Trading L L C

- Verification every bank transactions
- Forecasting of the budget for every month
- Inventory reports
- Daily Credit and Debit payment follow up with the dealers and clients

SALES EXECUTIVE

Feb 2006 - Aug 2014

P S S FRUITS, Thrissur

- Organize orders from customers
- Deliver goods to Customer
- Collect Cash and feedback from customer
- Maintaining good relationship with customers and find out new customers
- Have to prepare daily report and monitor the cash transactions

Personal

Name

BAREESH MAYOOR MOHANAN

Address

MAYOOR HOUSE 680569 THRISSUR

Phone number

+971 58 875 0785

Email

barisharu@gmail.com

Date of birth

12-05-1982

Place of birth KERALA

Gender Male

Nationality INDIAN

Passport details

Passport no. : K 5079756

Place of Issue : Cochin

Date of Issue : 03-10-2012

Date of expiry : 02-10-2022

Visa Status : On Visit

Languages

English , Hindi

Education and Qualifications

Bachelor of Commerce

Calicut University, Kerala

Higher Secondary Education

Pre-degree, Calicut University, Kerala

Computer Knowledge

MS - Office, Tally

Troubleshooting, LAN

References

Produce on request

Skills

Passed Communicative English course from **Trinity College of London**

DECLARATION

I, hereby, declare that, all my above said details are true to the best of my knowledge and belief.

BAREESH MAYOOR MOHANAN