

Curriculum Vitae

MOHAMMED MUBARISH

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PROFESSIONAL SUMMARY:

To Pursue a challenging career in Administrative, Accounts, Finance, Banking field and be a part of a progressive organization that gives a scope to enhance my knowledge, skills and reach pinnacle with sheer determination, dedication and hard work..

WORK EXPERIENCE:

1. Worked as an Audit & Account Assistant at Chartered Accountant Mr. Ravindra Shenoy ,B.com, FCA, Mangalore From 01.05.2017 to 31.05.2019.
2. Worked as in Saudi Arabia as a Administrative till November 2020
3. Worked as in Killer Showroom for 6 months
4. Worked as in International life style store in Mangalore in 6 month

Responsibilities:

- Handling the Clothing department of each section
- Daily doing and Global count and avoiding shrinkage
- Handling the customers and doing up selling of while purchasing of dresses by customer
- Doing Display of merchandise
- Reaching target of the month
- Established, maintained, and coordinated the implementation of accounting and accounting control procedures.
- Preparing weekly financial reports.
- To coordinate with auditors and resolving their queries.

KEY SKILLS AND COMPETENCIES:

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|-----------------------------|---|
| • Vendor management | • Bench Marking |
| • Cost Analysis | • MS Office (Word, Excel, Power Point, Outlook) |
| • Material Cost management | • SAP & GERP |
| • Supply chain management | • Inventor |
| • Strong negotiating skills | |

CORE STRENGTHS:

- Good team player
- Positive aptitude
- Analytical thinking
- Excellent interpersonal skill
- Passionate
- Decision making
- Goal oriented
- Strong presentation skill

PROFESSIONAL QUALIFICATION:

- SSLC completed year 2012
- PUC completed 2014

PERSONAL PROFILE:

- Father's Name : Mr. Sayyad Aboobakar Mamu
- Date Of Birth : 04 may, 1995
- Linguistic Abilities : English, Hindi, Kannada & Malayalam.
- Driving License : India

DECLARATION:

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

Date:

Place: Mangalore

Mohammed Mubarish