



# SAJAD ABDUL SALAM

## ACCOUNTANT

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I am an accountant with one year of experience in accounting and data entry.



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Seman House, Mattool  
South, Kannur, Kerala -

Passport No : T6860499

Issue Date : 16-07-2019

Expiry Date : 15-07-2029

### LANGUAGES

- English
- Hindi
- Malayalam

### SKILLS

- Diploma in computerized accounting
- Acquired knowledge in accounting software like Tally ERP 9, Tradeasy, Peachtree, Quickbooks and MS Office

### HOBBIES

- TRAVELLING
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### CAREER OBJECTIVE

To be a part of the organization, which believe in change & continues development & has a great culture, which helps to explore the talent and potentiate, thereby to chance the personal skills and also to contribute towards the organization.

### EXPERIENCE

#### ASSISTANT ACCOUNTANT

NIKSHAN ELECTRONICS | March – 2021 TO February -2022

- Passing accounting entries in tally
- E – way Bill generating
- Delivery support services
- Reporting to chief accountant

#### DATA ENTRY

AL NOOR AL SATHEE MARINE SERVICE

- Records the data with help of MS Office.
- Back office clerical works

### EDUCATION

2020 - BACHELOR OF DEGREE IN COMMERCE

(KANNUR UNIVERSITY)

2017 - PLUS TWO | CHMKS GHSS MATTOOL

(KERALA PUBLIC EXAMINATION BOARD)

2015 - SSLC | MECCA ENGLISH MEDIUM SCHOOL, PAZHAYANGADI

(KERALA PUBLIC EXAMINATION BOARD)

### CERTIFICATION

DIPLOMA IN FOREIGN ACCOUNTING (2020)

(INTEGRA PAZHAYANGADI)