



# MOHAMMED FASIL K

Fujairah  
U.A.E

## Career Objective

To pursue a position with a progressive organization, which will provide a challenging environment, scope for creativity and innovative thinking, promote learning and acquiring new skill simultaneously give a shape to Organization and self.

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## PERSONAL INFO.

Date of Birth : 24<sup>th</sup> December 1999  
Marital Status : Single  
Nationality : Indian  
Passport No. : U9066158  
Expiry Date : 02.02.2031  
Indian Driving  
Licence No. : KL1020200014059

## LANGUAGE

- English
- Malayalam

## SKILL

- Tally ERP9 and Tally prime
- Microsoft office
- Shersoft

## STRENGTH

- Self motivated
- Good communication
- Honesty
- Strong work ethic
- Open-minded

## Professional Experience

Malayil Food Park  
Malappuram, Kerala - India

Worked as a Intranet Operator  
March 2018 - August 2021

- Operate Company's Official sales Intranet.
- Ensure all sale executives working properly.
- Give instructions to sale executives.
- Prepare daily sale and collection reports of Sale executives and submit to Marketing management.
- Office administrator.
- Customer consultant.
- Sales coordinator.
- Prepare Sales and collection reports of organization and submit to MD.

## Project Work Experience

- Customer satisfaction towards supplyco kerala (30 Days)

## Education

- Bachelor of business administration  
Calicut university - kerala  
2017-2020
- HSE-Commerce  
Board of higher secondary examination-Kerala state  
2015-2017

## Core Qualification

- Advanced Certified Accounting Professional.

## Declaration

I here by declare that al the statements made in this applications are true, Complete and correct to the best of my knowledge and beliefs.

MOHAMMED FASIL K