

CURRICULAM VITAE

MUHAMMED AFSAL P P



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OBJECTIVE

In quest of professional opportunities for utilizing my skills and abilities in computerized industries that offers professional growth while being resourceful, innovative and flexible. Willing to work as a key player in challenging and creative environment.



ACADEMIC & PROFESSIONAL QUALIFICATION

Sl.No	Course	Name of Institution	Board/University	Year Of passing
1	BBA	CAMS College Calicut	Madurai kamraj University	2016
2	PLUS TWO	JDT Islam College of Arts & Science	Kerala Board of Higher Secondary Education	2013
3	SSLC	G.V.H.S.S Payyanakkal	Kerala Board	2011



SOFTWARE SKILLS

- Post Graduate Diploma in Business Accounting & Management from G tech Kozhikode(2017).
- Specialized in MS Office- Microsoft Excel Global Certificate Holder
- Specialized in Tally ERP 9.0, Peachtree, Quick Book Accounting Software.



WORK EXPERIENCE

I worked as a Assistant Accountant in Prabhakaran Tax Consultancy for One year. Calicut,Kerala,India.

- Managing day to day transactions
- Preparing financial documents such as Invoices,Bills,and accounts payable and receipts
- Managing all inventories
- Handling sales and purchase Tax
- Preparing profit & loss account

OTHER WORK EXPERIENCE

Job Title : SUPERVISOR
TILES WHOLE SALE AND RETAIL SALES (2 YEAR)

ATK ENTERPRICES PRIVATE LIMITED
KAIDAKUNDA MALAPPURAM, KERALA
INDIA.



STRENGTHS & PERSONAL HIGHLIGHTS

Professional Skills

- Ability for Convincing, Influencing and Negotiating
- Strong Organization and Motivation skills
- Ability to Handle Simultaneous Tasks and Meet Deadlines effectively
- Inter-Departmental Team worker
- Ability for Continuous Personal and Professional Development
- Innovative, Creative and Imaginative

Behavioral Qualities

- Positive Attitude, Energetic
- Excellent Interpersonal skills.
- Pleasing Personality and develop a Good Report with Co-workers
- Flexible and Receptive to New Situations.
- Patient and Persevering



PERSONAL INFORMATION

Full Name	:	MUHAMMED AFSAL P P	
Date of Birth	:	17 th July, 1995	
Nationality	:	Indian	
Passport No.	:	P 2646911	
		<u>Place of issue</u>	: Kozhikode, Kerala
		<u>Date of Issue</u>	: 01/09/2016
		<u>Date of Expiry</u>	: 31/08/2026

Marital Status : Unmarried
Religion : Islam
Languages Known : English, Hindi ,Malayalam ,and Tamil
Interests & Hobbies : Networking, Listening to Music, Playing Soccer , travelling etc.

DECLARATION

I do hereby declare that the above mentioned information's are true, correct and complete to the best of my knowledge and belief.

Place: Calicut, Kerala, India
Date :

MUHAMMED AFSAL P P

