



## CONTACT



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Bilal Mahal, Rahmath Nagar, PO  
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## EDUCATION

### SSLC SCHOOL EDUCATION

- Board : Government of Kerala
- Year : 2013

### HIGHER SECONDARY SCHOOL EDUCATION

- Board : State Board of Kerala
- Year : 2013-2015

### BACHELOR OF COMMERCE

- University : Kannur University
- Year : 2015-2018

### ACE GLOBAL CERTIFIED DIFAS

### ACE ACCOUNTS INDIA

- Year : 2019

# ABOOBACKER SIDDIQ M H

## OBJECTIVE

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To work efficiently and effectively as well as grow with prestigious organization in the field of accountancy, hospitality, and business sector and enhance my skills and reputation and also help to aid me with a bright future. I am determined to add value to the organization I work for through my exceptional knowledge and learning ability. To describe myself in a nutshell, I am systematic, organized, hardworking, and ready to take up any challenges of life abreast with the latest trends and technology and a team player with excellent communication skills.

## WORK EXPERIENCE

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Worked as an accountant at ATT accounts contractors.

- Marks prices on merchandize or price stickers, according to pricing guides, using marking device.
- Communication with clients.
- Counts material and records total on inventory sheets.

- ★ Worked as an inventory manager at PREETHI SILKS  
Generating leads.

- Meeting or exceeding sales goals.
- Negotiating all contracts with prospective clients.
- Helping determine pricing schedules for quotes, promotions and negotiation.
- Obtaining deposit and balance of payment from clients.

## ➤ INTERNSHIP AND TRAINING

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Type : **Job Training**

Organization : **ATT ACCOUNTS CONTRACTORS**

Description : Completed one month job training in following fields.

Awareness in Accountant

Awareness in Mnual amd Computerised accounting

Personality Development and Communication English

## PERSONAL DETAILS

Date of birth : 13/11/1996

Nationality : Indian

Marital status : Single

Language : English,  
Hindi, Malayalam & Tamil

Visa status : Visit visa

## PASSPORT DETAILS

Passport number :  
M 6556408

Date of issue :  
26/02/2015

Date of expiry :  
25/02/2025

Place of issue :  
Kozhikode

## TALLY.ERP9, PEACHTREE, QUICK BOOKS, TRADEASY, MS EXCEL, & WORD

### SKILLS

- ▶ Good communication skills with positive outlook.
- ▶ Operating knowledge in MS Office tools.
- ▶ Strong leadership skills, especially in conflict resolution and personal motivation.
- ▶ Strong analytical and problem solving skills.
- ▶ Ability to multi task in a busy and stressful environment.
- ▶ Ability to work under pressure and under all weather conditions.
- ▶ Experience in using computer

### PROJECTS

#### Project : **A STUDY ON CUSTOMER SATISFACTION**

Description : Conducted a brief study, on what are customer satisfaction and the techniques of achieving customer satisfaction. It focuses on customers perception. Many firms are interested in understanding what their customers thought about their shopping or purchase experience, because finding new customers is generally more costly and difficult than servicing existing or repeat customers.

### DECLARATION

I do here by declare that the above mentioned facts are true and correct to the best of my knowledge and belief. I humbly request your good selves to give me an opportunity to work in your esteem organization.

**ABOOBACKER SIDDIQ M H**