



## AL ZAAN A.K

MOBILE: + 91 9562844072

EMAIL: alzaanak47@gmail.com

### AREAS OF EXPERTISE

- IT Skills
- Cash Management
- Financial analysis
- Accounting system
- Handling query
- Soft skills
- finance
- Strategic business reviews

### PERSONAL SKILLS

- Attention to detail
- Time Management
- Good team player
- Problem solving
- Listening Skills
- Self-Motivated
- Multi – Tasking

### PERSONAL DETAILS

Alzaan A.K

Address: Al Marwa, Keezhathur  
(PO), Pathiriyad Kannur Kerala  
670741

Father's Name : Abdul Razak A K

Nationality : Indian

Date of Birth : 19-05-1997

Religion : Islam

Gender : Male

Marital Status : Unmarried

Languages Known : English, Hindi,  
Malayalam

### PERSONAL SUMMARY

A bright and talented marketing graduate who is looking to join a commercially focused, forward thinking company. Excellent communication skills with an ability to interpret and communicate to colleagues.

### ACADEMIC QUALIFICATIONS

- B.Com, Marketing  
Kannur University(2016-2019)
- SAP (Fico and mm) -2019

### WORK EXPERIENCE

- Marketing Executive, Authentic  
Venture Ltd.
- Assistant Manager, Highway  
Kitchen Hotel, Mumbai.
- IT Staff, Micro Laboratory.

### DUTIES

- Analyzing financial data and making conclusions.
- Involved in producing and analyzing year-end financial accounts.
- Working with MS Excel & Tally ERP 9
- Helping different verticals varying from Sales/Customer Services
- Helping with the Ability to work accurately and pay attention to details.
- Helping departments to plan, manage and report their budgets forecasts.

### KEY SKILLS AND COMPETENCIES

- Having a mathematical mind with good analytical skills
- Able to priorities individual workloads according to deadlines.
- Ability to manage multiple tasks simultaneously.
- Able to work as part of a team or alone.
- A go-getter with a flexible & positive attitude and ability to think clearly & logically