



AFRID.K.P
Junior Accountant



OBJECTIVE

To Associate Myself With An Organisation Where There Is Opportunity To Share, Contribute And Upgrade My Knowledge For Development Of Self And Organisations Served And Realise My Potential Willing To Work As A Key Player In Challenging And Creative Environment.



CONTACT

Address : Kunnath House ,
Puthiyangadi (Po) Calicut, 673021,
Kerala
Mobile Number : 7736411842
Email ID : Afridsalim@Gmail.com



SKILLS

Accounting
Tally Erp
Communication



LANGUAGES

English
Malayalam



WORK EXPERIENCE

● Junior Accountant - 10/02/2018 - 20/02/2019

CSK Tube Corporation (Calicut)

- o Prepare payment cheque and Bank transfer for All concerns.
- o Prepare entries for all Bank transaction.
- o Daily reconciliation of Bank transaction and petty cash.
- o Booking purchase invoices and utility bills.
- o Supervising cash accounts of all concern.
- o Prepare Journal entries for common and intercompany transactions.
- o Receiving cheques and prepare receipt entries.
- o Customer follow up for payment collection.

● Junior Accountant - 01/09/2020 - Till date

PMK Auto Agencies (Calicut)

- o Preparing proforma invoices and quotations.
- o Making delivery of the materials.
- o Preparing invoices for the materials.
- o Cash handling.
- o Receiving cheque and making receipt.
- o Prepare Bank reconciliation.
- o Deal with customer.



EDUCATION

● S.S.L.C(Completed) - 2012

In M.C.CH.S.S , calicut Under Kerala State With 81 %

● Higher Secondary (Completed) - 2014

In MCCHSS Under Kerala State With 68 %

● B.Com(Completed) - 2017

In ICMS , Calicut Under Calicut University With 65 %

● IMA Data Analytics and Visualization fundamentals certificate (Completed) - 2020

In Logic School Of Management Under IMA With 82 %



PERSONAL INFORMATION

Name: Afrid.K.P
Date Of Birth: 29/04/1997
Gender : Male
Nationality : Indian
Marital Status: Unmarried



REFERENCE

Name : Usman Koya
Detail : Manager , Csk tube corporation
Email : afzylio@gmail.com
Mobile : 9847002177



DECLARATION

I hereby declare that the above mentioned information is true to the best of my knowledge and belief.

PLACE : Calicut
DATE : 10-09-2020

SIGNATURE