

# FAHAD MUHAMMED RABBANIA



## Contact

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☎ 0503682130

📍 SHABIYA 11 BUILDING NUMBER 22  
8 FLAT NUMBER 303 MUSSAFFAH  
ABUDHABI

## Skills

1.Excellent communication skills 60%  
2.Time management 3.Database  
management

## Language

Malayalam

English

Hindi

Tamil

## Interests

1.Reading  
2.Driving  
3.Travelling  
4.Net browsing

## Activities

VOLUNTEER NATIONAL SERVICE  
SCHEME TECHNICAL  
SKILL/TRIVANDRUM  
KERALA/DEC2014-DEC2015

## OBJECTIVE

I am looking for a challenging job with a rapidly growing organization that can provide me with a range of goals and job objectives within a contemporary and economical business setting.

## EDUCATION

<b>Bachelor Of Commerce</b>	2021
Rabindranath Tagore University Madhya Pradesh	
<b>Btech</b>	2017
Kerala University	
<b>Higher Secondary</b>	2013
Sabarigiri Higher Secondary School Anchal Kerala	
<b>SSLC</b>	2011
Sabarigiri Higher Secondary School Anchal Kerala	

## EXPERIENCE

<b>Asian Traders Punalur kerala</b>	02/11/2019
Accountant	-
1.customer dealing	10/10/2021
2.take accurate orders while maximizing sales	
3.Billing	

<b>DELHIVERY LOGISTICS COMPANY TRIVANDRUM</b>	04/04/2019
Co-ordinator	-
1.strong customer service	05/10/2019
2.Analyzing and Optimizing logistical procedures	
3.Reviewing and routing purchase orders.	

<b>Fresh Hypermarket Adoor Kerala</b>	01/06/2017
Accountant	-
1.Cashier	25/03/2019
2.Finalize the sales of goods to customers	
3.Billing	

## ADDITIONAL INFORMATION

### PASSPORT DETAILS


Passport No: T9899557

Date of issue:10/10/2019

Date of expiry:09/10/2029

Place of issue: TRIVANDRUM

## AREA OF INTEREST

- 
- 1.Front office
  - 2.Accountant
  - 3.Data entry
  - 4.office staff

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### COMPUTER SKILLS

- 1.AutoCad
- 2.Microsoft Excel
- 3.Microsoft Word
- 4.Easy Billing
- 5.Power Point

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### STRENGTH

- 1.Hardworking
  - 2.Responsible towards work
  - 3.Possess positive attitude
- self-motivated and directed

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### DECLARATION

I hereby declare that all the above mentioned information is correct up to my best knowledge

Yours faithfully

Fahad Muhammed Rabbania