



# SAMIR PIRANI

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Address: 201,168 building ,shabiya 11, Mussafah ,abu dhabi.

## PROFILE

Accounting & Store manager with 5 years of experience. Skilled in Data processing and documentation analysis. Helped to increase work efficiency by 10% by implementing a new documentation workflow system. Knowledgeable of Tally and MS Excel proficient, seeking to leverage great organizational and analytical skills.

Electrician with 2 years of experience in residential electrical wiring, repair and maintenance. detail-oriented & committed to safety, quality and customer satisfaction.

## CAREER SUMMARY

### Document Controller

EPIC Groups LLC - Sep-2019 to Present.

- Responsibilities were Data entry (construction software), Data Analyst, Document preparation, Document review, bookkeeping etc.

### Accountant & Store Manager

New S S Watch& Electronics |Home Appliances & mobile showroom. - Aug-2014 to Sep-2019

- Responsibilities As Accountant :- all tax related work which includes GST , income tax ,bookkeeping, bank reconciling, etc.
- Responsibilities As Store manager :- stock management, sales & target, services , etc.

### Electrician

Powerica PVT LTD | April 2010 to Sep 2010.

Padmavati -estate | April 2012 to luly 2014.

- I joined this firm as Electrician helper in Powerica pvt ltd., later promoted to Electrical technician.
- Responsibilities :- generator wiring , supervision ,etc.
- Building wiring contract for 3 showroom, 5 building & home appliance maintenance & repair.

## EDUCATION

### SSC

Gujarat Secondary & Higher Secondary Education board

### Diploma in Computer Engineering

DR. BBA Polytechnic (karad)

## CERTIFICATES

TALLY ERP 9.0

BASIC ELECTRICIAN (E-ID Institute india)

FIRE SAFETY

COSHH

APWSC (APPLIED PRINCIPALS OF WORKPLACE SAFETY COMPLIANCE)

DMAERP (DISASTER MANAGEMENT WITH ADVANCE EMERGENCY RESPONSE PRINCIPLES)

SAFETY IN CONSTRUCTION

SAFETY GOLDEN RULES

## CHARACTER REFERENCES

### Udit Thareja

QA/QC Manager,

EPIC Groups LLC.

Cell: +971 562109763

### Sameer Virani

Owner ,

New SS Watch & Electronics.

Cell: +91 9824145368