

LAHAL MAQBOOL

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Dubai, United Arab Emirates



CAREER OBJECTIVE

Intend to build a career with leading corporate of hi-tech environment with committed and dedicated people, which will help me to explore myself fully and realize my potential. Willing to work as a key player in challenging and creating the environment.

SKILLS

- Accounting
- Financial analysis
- Ability to proofread various types of documents
- Strong verbal and personal communication skills
- Oracle, Hysis, E-Resource
- Social Media
- Good Managing Power
- Excellent In Office Administration
- Adapts changes and able to learn new job and task quickly
- Respect the Dignity and Potential Of each other
- Ability to teach and mentor

DISSERTATION

The impact of Covid-19 on the food stuff trading in UAE

INTERNSHIP

HORIZON GULF ELECTRO MECHANICAL LLC DUBAI, UAE

- Accounts Department
- Purchase Department
- H R Department

FARHAN KHALIQ Food Stuff, Dubai, UAE Assistant Accountant

- Preparing and maintaining manual and computerized accounting.
- Computerization of accounts using ERP.
- Maintenance of various accounting registers for purchases and sales
- Preparation of Monthly financial Statement and reporting to the head

EDUCATION

- **BA Hons)in International Business and Finance**
University of West Scotland, Sharjah
- **ACCA(9papers completed)**
- **New Indian Model School,Dubai.**

CERTIFICATION

- **M S OFFICE 2013**
(Certified course for Microsoft Excel, Microsoft word, Microsoft powerpoint)
- **Tally ERP9 FOR BEGINNERS**
(Certified course for Tally ERP 9)

PERSONAL PROFILE

Date of Birth	23/03/1999
Sex	Male
Religion	Muslim
Nationality	Indian
Marital status	Single
Passport No	P8093945
Languages Known	English,Hindi,Malayalam, Tamil
Visa status	Student Visa

DECLARATION

I hereby certify that all the above furnished informaton's are true and originalcertificates in support of the same will be presented upon request.

Thanking you
LAHAL MAQBOOL