



Muhammad Mufeed

Accounts and inventory controller

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CAREER OBJECTIVE

To obtain a position that will enable me to use my strong organizational skills, award-winning educational background, and ability to work well with people.



EXPERIENCE

- **Al sarood dot com catering sole propitership, Abudhabi, United Arab Emirates**
Accounts and inventory controller
NOVEMBER - 2019 - Currently
Vender selection, LPO prepaton, inventory management, Accounts and Finance, also admin works
- **ZYGOES TRADING calicut**
Operations assistant
April-2018 - July - 2019
Operations management, sales and marketing, Accounts management, delivery management, inventory management
- **Budget car and truck rental Thailand**
Accounts and logistics Administrator
01-04-2017 - 01-04-2018
Fleet management, customer relations management, syystem help desk, logistics coordinator



PROJECTS

- **Financial performance of Bank** 45 days
Prepare financial statements at the year ending 2016



EDUCATION

- **Transglobe School of Logistics and Aviation Management calicut**
Pg Diploma in Logistics and Supplychain management
70%

2017

- **Calicut University**
Bachelor of Commerce
65%
2016
- **Kerela Higher Secendery Board**
Plus Two
70%
2013
- **Kerela Higher Secendery Board**
SSLC-10th
85
2011



TECHNICAL SKILLS

- Ms offices, word, excel, PowerPoint
- Tally ERP 9



INTERESTS

- Logistics Management,
- Accounts and Finance
- Sales and Marketing
- Warehouse Management
- Freight Forwarding
- Store keeping



PERSONAL PROFILE

- Date of Birth : 18-12-1996
- Marital Status : Single
- Nationality : India
- Known Languages : English, Hindi, Arabic
- Hobby : Travalng, Playing
- Passport : P9854433
- Visa Status : Visit Visa



ACHIEVEMENTS & AWARDS

- Volunteer in National Games India 2015



PERSONAL STRENGTHS

Good management skills, Hard work, Energetic



INDUSTRIAL EXPOSURE

- To visit in Anna Aluminium Ernaakulam, 2017
- Visit as Ashik enterprise wayanad 2016



DECLARATION

I hereby declare that the above mentioned details are true and correct to the best knowledge. If given an opportunity, would serve your organisation to the best of my abilities.

Date : 08-07-2019

Place : Dubai