

MUHAMMED SHAFEEQUE SHEIK



HAFIZA'S
AYYIKKARA VAZAKKATERU,
N/R PUTHIYA ISLAM PALLI,
KANNUR-03,Kerala, India.
Mob:00971-589093607,91-8139077071
E-mail:shafeeque1276@gmail.com

OBJECTIVE

I want to utilize my skills to lend a fruitful growth to the organization as well as my professional career to reach new horizons effectively and efficiently as a member of the same.

WORK EXPERIENCE

- | | |
|-------------------------|--|
| 1. Name of Organization | : Khidma Sneha Veedu (Run by Daya Rehabilitation Trust) |
| Duration | : Accountant
: 1 st Sep 2020 To 31 st Dec 2020 |
| 2. Name of Organization | : Emirates sea catering services L.L.C |
| Duration | : Store keeper & Accountant
: 1 st Mar 2018 to 31 st May 2020 |
| 3. Name of Organization | : Emirates Sea Rest. Co. LLC. |
| place | : Sharjah, Dubai, Ras-Al-Khaimah, umm al quwain,Ajman
Fujairah |
| Designation | : Accountant & Office administration |
| Duration | : 1 st May 2013 to 28 th feb 2018 |
| 4. Name of Organization | : Nova Footwear |
| Place | : Kannur |
| Designation | : Cashier & Sales |
| Duration | : May 2010 to Feb 2013
(Part Time) |

JOB PROFILE:

- Maintaining the books of accounts of the Company.
- Preparation of Cash, cheque and general vouchers.
- Maintenance of bank transactions and reconcile statement.