

# MUHAMMAD HAFIS



## Profile

A highly skilled motivated and good at public relation my career aspirations is to contribute the best of my service to be able to work and be a part of your prestigious company that would further enhance the knowledge and discipline built in me and would give me an opportunity to learn and handle new things and tasks

## Contact

Phone: + 971562640410  
Email: hafischeleri313@gmail.com

## Strengths

- Good verbal and written communication skills
- A responsible attitude
- ability to make decisions
- calm and patients

## LANGUAGE KNOWN

- English
- Hindi
- Malayalam

## Objective

Seeking and exciting and challenging position as Accountant where my skills and knowledge can use to the fullest

## Education Background

- **DIPLOMA IN GST USING TALLY** completed from **G-TEC COMPUTER EDUCATION** (2021)
- **BACHELOR OF COMMERCE** completed from **KANNUR UNIVERSITY** (2019)
- **COMPUTERISED ACCOUNTING** completed from **C-DIT (Centre for development of imagine technology)** (2015)
- **TRADEASY ACCOUNTING COURSR** completed from **TRADEASY BUSINESS SCHOOL, KANNUR** (2015)
- **PLUSTWO** completed under **BOARD OF HIGHER SECONDARY EXAMINATION**(2012)
- **SSLC** completed under **KERALA BOARD OF PUBLIC EXAMINATION**(2010)

## Working experience

- One year working experience as **ACCOUNTANT** from 2018- to 2019 at **ASKAR TIMERS (C&F OF CHETTINAD CEMENT CORPORATION (P) LTD).**
- One year working experience as **DATA ENTRY OPERATOR** from 2015 to 2016 at **KANNUR THALUK** under **GOVERNMENT OF KERALA**
- One year working experience as **SALESMAN** from 2017 to 2018 in **SHARJAH, UAE**

## Passport details

- Nationality : Indian
- Date of birth : 18-11-1993
- Passport No : N1434818
- Date of issue : 04-08-2015
- Date of expiry: 03-08-2025

## Declaration

I hereby declare that all the particulars furnished above are correct and complete to the best of my knowledge and belief