

# SHAMEEM BASHEER



## SUMMARY

To obtain an accounting position where I will be able to contribute my skill, knowledge and experience to a company that will give me an opportunity to develop my career.

## MY EXPERTISE

- SAP 7.
- TALLY ERP 9.0
- MS OFFICE

## CONTACT ME

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STREET, SHARJAH  
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Email:  
shameemm7281@gmail.com  
LinkedIn:  
<http://www.linkedin.com/in/shameem-basheer-9a5965>

## LINGUISTIC PROFICIENCY

- English
- Malayalam
- Hindi
- Tamil

## REFERENCES

Rimshad cp  
ACCOUNTANT  
+971 568248363  
Email: rimshadcp1995@gmail.com  
NESTO HYPERMARKET LLC - UAE

## EXPERIENCE

### ASST ACCOUNTANT

*Nesto Hypermarket LLC - Sharjah, UAE (2021-2022) Present*

- Ensuring payments, amounts and records are correct.
- Recording and filing cash transactions.
- Invoice processing and filing.
- GR/IR clearing account in SAP

### ACCOUNTANT

*NEW HI RAISE REAL ESTATE , AL AIN, ABU DHABI*

- Ensure that all transactions are well documented.
- Preparing asset, liability, and capital account.
- Keep and maintain all the books in perfect order.
- Audit key documents and verify each transaction.

## EDUCATION

University of Calicut

Bachelor of Business Administration (BBA) – 2019

Project : Customer Satisfaction

Company : ATLAS JEWELERY

### CENTRAL BOARD OF SECONDARY EXAMINATION

CLASS XII, COMMERCE (2014-2016)

INSTITUTION: MES Raja Residential School

### CENTRAL BOARD OF SECONDARY EXAMINATION

CLASS X (2013-2014)

INSTITUTION : MARKAZ INTERNATIONAL SCHOOL,  
CALICUT

## PASSPORT DETAILS

- Passport Number : S7870153
- Date of Issue : 22/11/2018
- Date of Expiry : 21/11/2028
- Visa Status : Emploment visa