

MOHAMMED AMINUDDIN

ACCOUNTANT



Profile

As a profession I am an Accountant but I have always been interested in teaching and sharing all the knowledge and wisdom, I have been Acquiring knowledge on Special Education.

Experience

January 2019 - May 2021 **Select-Arc (I) Pvt Ltd**
Site Accountant, Bengaluru
In this role, I was handling payroll, accounts and materials coordination. This was my most recent work experience in which I honed many new skills that helped better my manpower and finance management. The engineers on the construction project reported to me with material requirements and it was part of my job role to strategize finances and procurement. The role looked simple but was very challenging. It taught me how to earn loyalty, better my negotiation and convincing skills.

August 2017 - December 2018 **Adriod Global Solution (Healthcare Medical Billing)**
Accounts Receivable, Chennai
As a AR-Caller I have to take care of insurance bills which we have received and resolving the errors and sending it for reprocessing again to claim the bill amount.

September 2015 - April 2017 **Triway Training Pvt LTD**
Enablr, Bengaluru
Worked as a school training Enabler for a value-added subject called English campus where we analyze every student and help them develop their soft skill and personality development with fluency in their languages and presenting themselves on any given platform

Skills

Skill group

Microsoft Excel	<div><div></div></div>
Microsoft Word	<div><div></div></div>
Microsoft Business Intelligence Software	<div><div></div></div>

Skill group

Tally Erp	<div><div></div></div>
Commucation	<div><div></div></div>
Planning and Organizing	<div><div></div></div>
Learning	<div><div></div></div>

Contact

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March 2014 - April 2015 **Giordano India Private limited**
Cashier and Sales, Chennai
Worked as Cashier and sales executive since it was a part of role and only option to earn incentives

May 2013 - February 2014 **99 Degree Fitness Studio**
Admin Incharge , city
I joined in Fitness studio as a front desk where I was doing inbound and outbound sales pitching Monthly and Annual Membership and Greet the walk-ins as well as members of the Fitness studio along with the belonging and scheduling their appointment with their Personal Trainers and Physiotherapist

Education

2010 - 2013 **B.com**
A.J.Mohammed Sathak College Arts and Science, Chennai
Bachelor of Commerce

Personal information

Name
Mohammed Aminuddin
Birthdate
06-09-1993
Gender
Male
Residence
Al Satwa, Dubai , UAE
Nationality
Indian
Languages
English, Hindi, Urdu, Tamil
Passport
Text

Achievements

Achievement

In Triway Training Pvt Ltd I was acknowledged for my Work Methods and Promoted me to work with senior management to visit Sri Ramakrishna Engineering College to train Final students for Campus Interviews.



Achievement

In 99 Degree Fitness Studio I joined as Front Desk and after completing Probation of Six months our CEO appointed me as admin In charge for Including four Other branches

