



## MRUDHU KRISHNA NS

**Nationality:** Indian **Date of birth:** 20/02/1998 **Gender:** Male

**Phone number:** (+971) 501980244 **Phone number:** (+91) 8590268278

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**Home:** Nelladan House Edakkara P.O, Parly, 679331 Malappuram, Kerala (India)

### ABOUT ME

A vibrant/challenging position in a competitive sector/ organization, where my education and work experience can have a profound impact, resulting mutual growth and productivity. Experienced Crew Trainer focused on maximising team success by providing new members with optimal training and support. Possessing current Food Hygiene certificate and extensive knowledge of food safety, cleaning and sanitising procedures

### WORK EXPERIENCE

#### Crew Trainer

**McDonald's** [ 04/2022 – Current ]

**City:** Dubai

**Country:** United Arab Emirates

- Set positive examples for team members by demonstrating quality service.
- Trained employees in customer service, food safety and performance requirements.
- Mentored junior employees to improve accuracy and efficiency when taking orders.

#### Accountant

**TAKE ONE'S** [ 01/2020 – 12/2021 ]

**City:** Edakkara -Kerala

**Country:** India

- Prepare & Maintain Journal entries & Review all daily transactions are properly posted into respective accounts/ledgers Delivery Note, Sales & Purchase Invoices & other related accounting vouchers
- Processing Quotation Request, Quotation, Purchase Order
- Monitoring & controlling Cash & Cash equivalent transactions and maintain liquidity
- Monitoring Outstanding, Payable & Receivable review & finalizing ageing
- reports and monthly collection/payment reports

#### Account Executive

**ADON APPARELS** [ 02/2019 – 11/2019 ]

**City:** Nilambur, Kerala

**Country:** India

- Compile and analyze financial information's and documents to prepare books of accounts and finalization
- Maintenance of day book and ledger
- Maintenance cash and accurately record cash transaction
- Prepare income statement and balance sheet
- Advanced Knowledge of Quickbooks and Excel
- Dealing with sale invoice, income, receipts and payment
- Highly intelligent
- Extensive book keeping knowledge
- Cash management and control
- Accounts payable and receivable.

## EDUCATION AND TRAINING

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### Automobile Engineering

*Human Resources Development Society (HRDC)* [ 2018 ]

City: Kerala

Country: India

### Accountant in Tally

*G-Tec Computer Education* [ 2017 ]

City: Kerala

Country: India

### Higher Secondary Education

*Board of Higher Secondary Examination Kerala* [ 2013 – 2015 ]

City: Kerala

Country: India

### Secondary Education (SSLC)

*Kerala Board* [ 2013 ]

City: Kerala

Country: India

## LANGUAGE SKILLS

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Mother tongue(s): **Malayalam**

Other language(s):

**English**

**LISTENING B2 READING C1 WRITING C2**

**SPOKEN PRODUCTION C1 SPOKEN INTERACTION C1**

*Levels: A1 and A2: Basic user; B1 and B2: Independent user; C1 and C2: Proficient user*

## HOBBIES AND INTERESTS

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### Hobbies

- Travelling
- Watching Movies
- Listening Music

## SKILL SET

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### Personal Skill

- Strong Communication Skills
- Decision Making
- Problem Solving
- Adaptability
- Time Management

## PASSPORT DETAILS

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### Indian Passport

[ 30/06/2016 – 29/06/2027 ]

Passport Number: R1837470

Place of Issue: Malappuram

**DECLARATION**

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**Self Declaration**

I hereby declare that the information furnished above is true to my knowledge and I take complete responsibility for any false information.

**MRUDHU KRISHN-A NS**

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