



Arshad CK

Accountant, Cashier

Highly-motivated employee with desire to take on new challenges. Strong worth ethic, adaptability and exceptional interpersonal skills. Adapt at working effectively unsupervised and quickly mastering new skills.

Contact

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Abu Dhabi

Education

Diploma Business Management and Accounting

- Financial Accounting
- Business Management
- Banking
- Accounting Software Practice
- Logistics

VIBES (Virtual Interactive Business System)

- Practical Accounting
- Computerised Accounting
(Tally Prime, Peachtree, Quickbooks, Tradeeasy)
- Business Management
- Basic Microsoft Excel

Senior Level Education

GHSS Hosdurg Secondary
School state govt
Kasaragod, Kerala, India

Skills

- Accounting Skills
- VAT knowledge
- GST knowledge
- Sales Presentation
- Tally Erp9

Language

English

Hindi

Malayalam

Tamil

Experience

2020 - 2023

Koolikad Enterprises, Kasaragod, Kerala, India

Accountant and Billing Executive

- Accepted cash and credit card payments, issued receipts and provided change
- Answered product questions with up-to-date knowledge of sales and store promotion
- Collected payments and provided accurate change.
- Operated cash register or POS system to receive payment by cash, check and credit card
- Worked closely with front-end staff to assist customer
- Learned roles of other departments to provide coverage and
- Keep store operational.
- Accounts Receivable, Payable, Payroll

2018 - 2019

Aiwa Silks, Kasaragod, Kerala, India

Cashier and Sales Executive

- Offering information about products
- Listened to customer needs to identify and recommend best products and services
- Sourced new sales opportunities through inbound lead follow up
- Reset store displays for special events and seasonal merchandise changes..
- Negotiated terms of sales agreement and developed contract to successfully close sales
- Produced sales documents, finalized deals and filed records.
- Greeted and assisted customer to foster positive experience
- Identified customer needs by asking questions and advising on best solution