



ADIL K K

PROFILE

I am seeking a competitive and challenging environment where I can serve your organization and establish a career for myself.

WORK EXPERIENCE

2023 SCHOOL OF CORPORATE ACCOUNTS

Trainee In Assistant Accountant

(March 2023–December 2023)

- One of the best students cum employee in the process of learning and working as an accounts assistant.

2021 - 2022 AL AJWA DATES AND NUTS

Cashier cum Billing (February 2021–January 2022)

- Greeting customers and assisting them with their purchases.
- Operating cash registers and handling cash transactions.
- Scanning and processing items accurately and efficiently.

2020 RURAL CONSUMER SUPERMARKET

Data Entry Operator

- It responsible for accurately inputting various types of data into the system. This can include inventory data, sales figures, pricing information and product details.

EDUCATION

2022 - 2023 ADVANCED DIPLOMA IN CORPORATE ACCOUNT MANAGEMENT-SAP & GST

School Of Corporate Accounts Kochi

2020 SAP FINANCE AND CONTROLLING

G-TECH Nilambur

2017 - 2020 BACHELOR OF BUSINESS ADMINISTRATION

University Of Calicut

2015 - 2017 BOARD OF SECONDARY EDUCATION

Kerala State Board

PROFESSIONAL SKILLS

- Specialisation in corporate finance, Procurement and accountant.
- Certification in SAP Finance & Controlling (FI-CO) Power user course.
- Certification in Material Management (MM) Power user course.
- Knowledge in MS Office, Excell, Word, Tally Prime, Tally 9.0, Peachtree,
- Quick books, SAP FI/CO and Business One.
- Internet & Emails

PERSONAL SKILLS

- Time management & Patient.
- Leadership & Communication skill.
- Problem solving & Decision making skill.
- Planning & Coordination.
- Good Listener.

PERSONAL DETAILS

Nationality : Indian
Visa Status : Visit Visa (Till 31-3-2024)
Passport No : T3444468

LANGUAGES

English
Hindi
Malayalam

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DUBAI, UNITED ARAB EMIRATES