



## SARSHAD VP



### CONTACT

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AJMAN, UAE JURF-2 AL FARDHAN  
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### OBJECTIVE

I seek challenging opportunities where I can fully use my skills for the success of the organization.



### EXPERIENCE

#### IDEA CELLULAR LIMITED, INDIA (TELECOM COMPANY)

2016 - 2018

Front Desk Sales Executive

- Explaining about products and closing the sale
- Assisting clients for simcard activation and other activations
- Solving customer complaints and doubts
- Filing and transformation of documents
- Update and complaint registering through company web application
- Occasional interaction with the Idea Business Team, receiving and disseminating information and suggestions from them

#### MASTERPIECES LLC (PRODUCTION COMPANY), OMAN


2018 - 2022

SUPERVISOR & ACCOUNTANT

- Floor Management
- Management of cahiers and clients
- Devising and implementing the organisation's sales strategies
- Finding new channels for sales and distribution of products
- Accounts
- Basic Book keeping and data entry
- Maintenance of the entire filing system for the accounting department
- Tax clearance and financial audit



### COMPUTER PROFICIENCY & SKILLS

Excel, Tally, Ms office, Ms word, Peachtree  
Marketing  
Supervising  
Accounting   
Team play & Building  
Problem solving  
Leadership



### LANGUAGES

Speak - Arabic, English, Hindi, Malayalam  
Write - Arabic, English, Hindi, Malayalam  
Read - Arabic, English, Hindi, Malayalam



### PERSONAL DETAILS

Date of Birth : 26th March 1994

Nationality : Indian

Visa Status : Tourist Visa



### EDUCATION

#### STATE BOARD OF KERALA GOVT, INDIA

2009

SSLC

#### STATE BOARD OF KERALA GOVT, INDIA

2011

COMMERCE

#### CALICUT UNIVERSITY, INDIA

2014

BACHELOR OF COMMERCE

2015

DIPLOMA IN BASIC ACCOUNTING & TAX

