

Mahammad Faizal

I seek to obtain a challenging position in industry where my knowledge experience and skills will be contributed towards the development of the organization.



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📍 Al Murar, Deira, UAE

📅 02 December, 2000

EDUCATION

Bachelor of Business Administration (BBA) Mangalore University 2021

India karnataka

Pre University Collage - Commerce Karnataka State Board - 2018

India karnataka

WORK EXPERIENCE

Accountant FMCG Company

06/2023 - 09/2023

Dubai

Achievements/Tasks202

- Prepares asset, liability, and capital account entries by compiling and analyzing account information.
- Documents financial transactions by entering account information.
- Guides accounting clerical staff by coordinating activities and answering questions.
- Prepares payments by verifying documentation
- Maintains database by entering new and updated customer and account information .

Accountant RIWA (Water Bottle Supply & manufacturing)

02/2022 - 03/2023

Mangalore India

Achievements/Tasks

- Ensuring payments, amounts and records are correct
- Sales and Purchase Ledgers and Journals
- Recording and filing cash transaction

Cashier RIWA (Water Bottle Supply & manufacturing)

12/2021 - 03/2023

Achievements/Tasks

- Processing and receiving payments
- Issuing receipts to customers
- Issuing receipts to customers
- Balances cash drawer by counting cash at beginning and end of work shift
- typing, filing, and completion of simple forms .

SKILLS

Project management

Computer literacy

Communication

Adaptability

Teamwork

Creativity

Time management

Collaboration

ORGANIZATIONS

NATIONALITY : INDIA

MARITAL STATUS : SINGLE

PASSPORT : T5760978

GENDER : MALE

CERTIFICATES

SAP/MM (2022)

Tally ERP (2023)

MS EXCEL (2023)

LANGUAGES

English

Professional Working Proficiency

Hindi

Full Professional Proficiency

Malayalam

Full Professional Proficiency

Arabic (R&W)

Elementary Proficiency