



# JAMSHAD K

## EDUCATION

**B.COM**  
University of Calicut  
2015-2018

**HIGHER SECONDARY EDUCATION**  
Kerala Education Board  
2013-2015

## CONTACT

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Abu Dhabi  
UAE

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## PERSONAL DATA

Date Of Birth : 19/10/1997  
Father Name : Subair  
Gender : Male  
Nationality : Indian  
Marital Status : Single  
Caste & Religion : Islam- Muslim  
Passport No : T4223367  
Expire Date : 17/06/2029

## CAREER OBJECTIVE

To seek challenging avenues in business administration field where I can utilize my skills, knowledge and effort effectively for the organization growth while having maximum participation in the team so as to have a highly rewarding career with a healthy work environment

## WORK EXPERIENCE

2020 - 2021	<u>Store Keepr</u> Saudi Automotive Service Company ( SASCO) at Saudi Arabia
2021-2022	<u>Account Associate</u> Saudi Automotive Service Company ( SASCO) at Saudi Arabia
2022 -2023	Store Keeper KM Trading Company) at UAE
2023 -2024	Data Entry KM Trading Company) at UAE

## COMPUTER KNOWLEDGE

SAP

Good knowledge in MS Office suite and Tally (Word, Excel, PowerPoint, Outlook, Access), MAC, Windows versions and many computer software's

Excellent skills in preparing and maintaining spreadsheets, word documents and presentations

Business correspondence letters and memos writing, editing for content

Accustomed to Internet, E-mail and related ERP

## LINGUISTIC PROFICIENCY

