

Mufas Palakkodantakath Malikkan

Finance administrator

Accomplished and energetic finance and administration professional with 5 + years experience in the Finance and highly efficient in maintaining accurate reports and finance.



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📅 12 January, 1994

WORK EXPERIENCE

Finance adminitrator WHITELINE INVESTMENTS LLC

08/2018 - 10/2023

Muscat,oman

a comprehensive selling, marketing and distribution of fmcp products.

Achievements/Tasks

- manage,allocate and monitor financial resources.
- monitored and advise client on market.
- worked closely with cross functional teams.
- persuasion, leading and guiding the team.
- ensure transparency and accountability in financial management.
- identifying and revieing related informations to develop and evaluate options.

AP & AR

Yembees group of companies

06/2016 - 03/2018

india

yembees group of companies that does business in different markets such as gas and petroleum products and automobiles under common administration.

Achievements/Tasks

- properly tracking the financial plays.
- maintaining accurate bookkeeping and all kind of reporting.
- analyze, report and forecast financial performance.
- excellent interpersonal skill.
- cooperate with suppliers for best transactions.

EDUCATION

Master of Business Administration Institute of cooperative management

03/2014 - 06/2016

India

Courses

- Specialized In Finance and marketing

SKILLS

commercial awareness

Attention to detail

prioritize tasks

strong communication skill

self motivated

influencing and negotiation skills

analatical skill

CERTIFICATES

microsoft excel (09/2015 - 09/2016)

sree shankaracharya computer center

LANGUAGES

English

Full Professional Proficiency

Arabic

Full Professional Proficiency

Hindi

Full Professional Proficiency

Malayalam

Native or Bilingual Proficiency

INTERESTS

Football

Travelling

Music

reading