



SHIJIL K.G
Accountant/Sales

Contact

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VISA STATUS
Visit Visa . 02-02-2024

Computer Skill

Tally Prime

POS systems

M S OFFICE

Soft Skill

Communication

Problem solving

Good Team player

Critical thinking

Multiple tasking

Languages

English

Excellent

Self driven and Motivated finance professional acknowledge for strong analytical skills, extensive financial markets knowledge, multi tasking skills and problem solving skills with over 7 years of financial experience.

Work History

2022-12	Accountant
2023-11	Quality Future Trading,Al khobar,Saudi Arabia <ul style="list-style-type: none">* Manage all accounting transactions.* Handle monthly,quarterly annuval closing.* Reconcile accounts payable and receivable.* Ensure all bank payments timely.
2021-10	Cashier Supervisor
2022-10	Global Village Dubai <ul style="list-style-type: none">* Provide petty cash to cashiers and at end of the duty settle accounts.* Prepare daily sales summary and deposit daily collection into bank.* prepare petty cash and change on daily basis.* Track credit transactions and refund coupons.
2020-12-	Assistant Manager
2021-08	JMJ Finance Thrissur <ul style="list-style-type: none">* Issue glodloan to customers.* Accept long term deposit from customers.* Deposit daily collection in to bank.* prepare day book.* follow up customers inform latest's schemes and policies.
2014-02	Cashier
2020-09	Carrefour Hypermarket,Mall of The Emirates,Dubai <ul style="list-style-type: none">• Helped customers complete purchases, locate items and join reward programs.• Operated cash register for cash, check and credit card transactions with excellent accuracy levels.• Answered questions about store policies and addressed customer concerns.• Provided friendly service and assistance to clients promote customer loyalty, satisfaction and sales.• Tallied cash drawer at beginning and end of each work shift.
2012 -04	
2014-01	

Hindi

Very Good

Malayalam

Excellent

Tamil

Very Good

2012-04 2014 -01	Assistant Branch Head Manappuram Finance Rajkot <ul style="list-style-type: none">• Provide gold loan to customers and accept interest.• Accept long term deposit from customers.• Deposit daily collection in to bank.
2009-04 - 2012-02	Cashier <i>Best transports Tamilnadu, Tamilnadu</i> <ul style="list-style-type: none">* Accept trip collection from drivers and settle their accounts.* Handle petty cash and deposit daily collection in to bank.*

Education

2004-04 - 2008-09	Bachelor of Commerce <i>Calicut University - Kerala,India</i>