



SHIKHINLAL KM

CURRICULUM VITAE

JOB OBJECTIVES

Seeking a challenging opportunity in an **Organization** to excel and grow
Along with the organization by utilizing my knowledge and acquired skills
towards fulfillment of organizational vision

ACCADAMIC QUALIFICATIONS

Examination Passed	School /College	Board / University	Year of Passing
Bachelor of commerce(Bcom)	Blossom arts and science college,Malappuram	Calicut university	2020
Higher Secondary (HSSC)	GHSS Thirurangadi	Board of Higher Secondary Examination, Kerala.	2016

CONTACT

MOBILE : 0502743425

LOCATION : ABU DHABI

Email : shikhinlalsj@gmail.com

ADDRESS

Shareenah street near senagal
emposy villa no 15
abu dhabi

ABOUT ME

- Fathers name : chandran

Nationality : India

Date of birth : 25/04/1999

LANGUAGES

- ✚ ENGLISH
Full Professional Proficiency
- ✚ MALAYALAM
Native or Bilingual Proficiency
- ✚ HINDI
Professional Working Proficiency
- ✚ TAMIL
Professional Working Proficiency

JOB EXPERIENCE

> **CUSTOMER RELATION EXECUTIVE CUM FRONT**

DESK SUPERVISOR (At smart serenity wayanad

hospital january 1st 2022 to december 30th 2022)

> **ACCOUNTANT & TAX CUNSALTANT**

**(At hyder ali assosiats 1st january 2021 to 30th
december 2021)**

> **4+ YEARS WORKED AS A FREELANCE**

PHOTOGRAPHER

JOB PROFFESIONAL SKILLS

- ✚ Excellent interpersonal, report writing, negotiation, and communication skills.
- ✚ Work well in a team-environment or as an individual and Ability to interact diplomatically with others
- ✚ Strong analytical, problem-solving, and organizational skills
- ✚ Strong ability to initiate and accomplish results.
- ✚ Effective member and leader of project team.
- ✚ carry out multiple assignments concurrently
- ✚ Excellent customer service skills

HIGHLIGHTS OF EXPERIENCE & SKILLS

- ✚ The ability to manage time in order to complete given jobs to a satisfactory standard within a given time restraints
- ✚ Enthusiastic and energetic in keeping up to date work process
- ✚ Quick learner who can rapidly master with limited training
- ✚ Knowledge of Microsoft Windows XP/Vista (basic), Microsoft Office (word, excel, power point)
- ✚ Good practice of working on the Internet (Internet Savvy) Good knowledge of Blogging and online Social networking

PROFESSIONAL ACCOUNTING TRAINING

- Tally ERP9.0,
- MS office 2010 familiar and update
- SAP, QUICK BOOKS
- Graphic design

ACHIEVEMENTS

- Best participant in All Kerala Best Manager contest- 2019-2020
- Won first place in an inter-college debate competition
- Active participation in sports and won prizes in football
- Best participant in wild life photography

HOBBIES & INTERESTS

- ✚ Photography and graphic design
- ✚ Volunteering at local companies, clubs and organizations
- ✚ Following business and financial news

DECLARATION

I hereby declare that the above mentioned information is true to best of my knowledge and belief.

(Signature)

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