



MOHAMMED RAZIK

My Contact

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☎ +919747005995

📍 Kasaragod

Personal Information

Nationality : Indian
D.O.B. :21/02/1998

Languages

- English
- Hindi
- Malayalam

Passport Details

- Passport No. : P0740927
- Place of Issue : Kozhikode
- Expires on : 31/05/2026

Education Background

- M COM
Anna University Tamilnadu
{80%}
- B COM (Finance)
Shree Devi college Mangalore.
- Xth CBSE
APSARA PUBLIC SCHOOL

About Me

Seeking a growth oriented career by working with a system oriented organization to utilize my knowledge and skills for the benefit of the organization with opportunity for personal advancement

Professional Experience

Berka Enterprise Pvt Ltd

Junior Accountant

2023 – Present

Key responsibilities:

- Employment Visa Works
- Manage all accounting transactions
- Publish financial statements in time
- Handle monthly, quarterly and annual closings
- Reconcile accounts payable and receivable
- Report on the company's financial health and liquidity

Concentrix Dakshin Pvt Ltd

Risk Analyst

2021 – Internship (Google)

Key responsibilities:

- Adword account handling
- Microsoft Excel chart
- Ics Tools management
- Google Advertisement Management
- Suspend and realese Accounts

Skills

- Standards of Accounting
- Data analysis
- Critical Thinking
- Problem Solving
- Communication Skills
- Time Management

Declaration

I do hereby declare that all the information mentioned above is true and complete to the best of my knowledge. And that I, given the opportunity, will perform all assigned duties with the utmost dedication and sincerity.