



# RIYAS C K

Accountant



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Chemmanakadavu (p.o)  
malappuram,  
kerala, India



P2345413 (passport no.)



Male



19-05-1986

Driving licence no. : 10/9440/2007  
valid upto : 2027

Marital status : Married

Religion & Community : Muslim

## Language

- English  
proficient
- Arabic (basic)  
intermediate
- Hindi  
intermediate
- Urdu  
intermediate
- Malayalam  
native

## About me

Passionate Accounting professional with strategic planning and analytics expertise. Skilled in problem-solving, Data entry, account maintenance and Record keeping for future workforce needs. Adaptable team player

## Experience

**Zenith Supermarket**  
**Abu Dhabi - United Arab Emirates**  
**2009 - 2024 (15 Years)**

- Maintained books of accounts
- Developed management skills through different strategic planning
- Maintenance of inventory management
- Expertise in Data entry

## Education

- **Diploma in Hardware and Networking**
- **Bachelor of Arts in Economics**  
University of Calicut  
2003 - 2006
- **Humanities**  
Kerala Higher Secondary Education  
2001 - 2003

## Skills

- Purchase Executive
- Sales Expertise
- Book keeping
- Management Skills
- Account Maintenance
- Inventory Management

## SUMMARY

Demonstrated skills in managing data, customer service and business communication, well-versed in the best practices and standard procedures in the industry and handling all administrative requirements with speed, efficiency and professionalism.

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