

Habeeb Rahman

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OBJECTIVES

Seeking a position of accountant in your organization to utilize my educational qualification, bookkeeping, and analytical skills for mutual growth and success.

TECHNICAL SKILLS

- Tally
- Peach tree
- Quicl book
- Ms Excel/Office
- Manual Accounting
- Cash handling and management
- Taxes & GST
- Social media knowledge
- Tradeasy

EDUCATION

- **Bachelor' of Commerce (Finance) -2017**
Malabar College of Arts & Science
- **DHSE Kerala. - 2014**
Higher Secondary Education
Ansar College,Vadakara
- **SSLC - 2012**
Govt Vacational Higher Secondary School
Payyoli

INTERNSHIP TRAINING & CERTIFICATION

- _ **Vibes Manual & Computerised Accounting Course at Sree Sankaracharya Vadakara.**
- _ **Vibes Logistics Course at Sree Sankaracharya Vadakara.**

ACCOMPLISHMENTS

Customer Relations : Earned highest marks for customer satisfaction, company-wide.

Management Support : Ensured smooth operations by supporting executive team.

Computer Proficiency : Created PowerPoint presentations that were successfully used for business development.

PERSONAL DETAILS

Father's Name : *Abdul Kareem*
Date of Birth : *06-04-1996*
Nationality : *Indian*
Languages Known : *English, Hindi, Malayalam, Tamil.*

Passport No : *K8896619*
Valid Till : *07/01/2023*

ACADEMIC PROJECT

Academic Project on **EFFECTIVENESS OF ADVERTISEMENT WITH SPECIAL REFERENCE WITH SILKY WEDDINGS ,CALICUT.**

DECLARATION

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

CALICUT

HABEEB RAHMAN