

BIO – DATA



AFZAL P A
Poochakuzhiyil House
Murickassery P.O
Idukki -685604

Mob: +919496456717
E-mail: afzalalighan@gmail.com

Personal/Contact Information

Name of the candidate : **AFZAL P A**
Father's name : P. M ALI
Age & Date of birth : 28, 26/08/1993
Sex : Male
Marital Status : Married
Permanent Address : Poochakuzhiyil House
Murickassery P O
Murickassery
Idukki -685604
Religion : Islam
Caste : Muslim
Nationality : Indian
Mother tongue : Malayalam
Languages known : Malayalam (Read, Write and Speak)
: English (Read, Write and Speak)
: Arabic (Read and Write)
: Hindi (Read and Write)

Educational Profile

Course	Board/University	Month & Year of Passing	Percentage of Marks
M.Com	M G University	June 2016	84
B.Com	M G University	March 2014	87
Plus 2	Board of Higher Secondary Education .Govt. of Kerala	March 2011	93
SSLC	Board of Public Exam. Govt. of Kerala	March 2009	91

Technical Profile:

Diploma in Office Automation – (Ms-office).

Diploma in Financial Accounting- (tally ERP9).

Experience:

- Present “**COMMERCE TRAINEE**” at “**KERALA STATE WAREHOUSING CORPORATION**” (on a contract basis) Muthalamada, Palakkad from 06/03/2019.
Specialised in duties of journalising of transaction and record it to concerned registers, cash management which includes collection, remittance and payments, GST report preparation, computerisation, cross checking of bank statement with cash book and cheque register, to assisting the warehouse manager for the smooth functioning of the warehouse etc.
- **ACCOUNTANT** at “**NEW KAIRALI FOOD PRODUCTS**” Murickassery (food manufacturing and distribution firm) from 01/08/2017 to 28/02/2019.
Specialised in duties of preparing and maintaining sales and purchase invoices, GST report preparation, cash management which includes collection, remittance and payments, direct sales executive when the absence of root supply boy, purchase of raw materials, salary disbursement, ratifying errors and omissions in accounts etc.
- **ASSISTANT PROFESSOR** at “**JPM ARTS AND SCIENCE COLLEGE**” Labbakkada from 23/06/2016 to 30/08/2017.
Teaching the BBA, B.COM and MCOM students, specialized in Commerce subjects both theoretical and problem subjects.

Passport Status: Available

Driving License: 2,3 and 4 with Badge.

Declaration

I do hereby declared that the above information's are true to the best of my knowledge and belief

Place: Murickassery

Date:

sd/-

AFZAL P A