



CONTACTS

📍 Ponnani , Kerala

☎ +91 8157035328

✉ Afsalshaofficial@outlook.com

EDUCATION

✓ **+2 (HIGHER SECONDARY)**
KERALA ,INDIA

✓ **SSLC (HIGH SCHOOL)**
KERALA, INDIA

PASSPORT DETAILS

- NO : N3032624
- VALIDITY : 15/10/2025

COMPUTER SKILL

- SAP Business one
- Basic Coding (c)
- Typing (40 WPM)
- Photoshop

SKILLS

- Good communication skill
- Energetic, Dynamic and result oriented nature
- Honestly and hardworking
- Obedience to superiors

AFSAL MADATHINGAL

OBJECTIVE

Highly skilled and experienced data entry professional with a proven track record of accuracy and efficiency in managing data entry tasks. Seeking a challenging position in a dynamic organization where my expertise can be utilized to contribute to the company's success.

WORK EXPERIENCE

➤ **DATA ENTRY CLERK (SAP , MYCOM)**
SAUDIA GROUP OF COMPANIES
DOHA, QATAR
3 YEAR

- Entered and updated invoices and other relevant data into the company's database.
- Assisted in preparing reports and presentations by collecting and organizing data.
- Maintained proper filing and organization of physical and electronic documents.

➤ **CYBER CAFE ADMINISTRATOR**
PINNACLE INTERNET CAFE
KERALA INDIA
3 YEARS

- Monitor and maintain the availability and functionality of computer systems, peripherals, and network infrastructure in the cyber cafe.
- Install, update, and configure software applications, antivirus programs, and operating systems on computers.
- Maintain knowledge of the latest technology trends and security measures to ensure a secure and up-to-date cyber cafe environment.

LANGUAGES KNOWN

- English
- Hindi
- Tamil
- Malayalam

PERSONAL DETAILS

- Date of birth : 09/07/1997
- Gender : Male
- Nationality : Indian
- Marital status : Single

DECLARATION

I hereby declare that the information provided in this CV is true and accurate to the best of my knowledge. I understand that any false statement may lead to disqualification from further consideration for the job.