**RESUME**

**ASIF ALI AZMAT ALI SAIYED**

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1ST FLOOR, SAHKARI SHITAGRUH BUILDING OPP. TELIPHON EXCHENGE

MUNDA DARVAJA, JAMALPUR AHMEDABAD-380022

(M) +91 9725098518

**PERSONAL INFORMATION: -**

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| **Date Of Birth** | : Jan. 10, 1987 |
| **Nationality** | : Indian |
| **Language Known** | : Gujarati, Hindi & English |
| **Marital Status** | : Unmarried |

**EDUCATIONAL QUALIFICATIONS: -**

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| **Passed T.Y. B.com Examination In Gujarat University.** | **T.Y. B.com**  **Percentage: 51.22%**  Year : March, 2009 |
| **Passed H.S.C. Examination With Accounts As Main Subject.** | **Gujarat Higher Secondary Education Board, Gandhinagar**  Percentage: 49.50%  Year : March, 2005 |
| **Passed S.S.C. Examination With English Subjects.** | **Gujarat Secondary Education Board, Gandhinagar**  Percentage: 52%  Year : March, 2003 |
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**EXTRA QUALIFICATION: -**

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| **Name Of Course** |  |
| **Software known** | **>>Tally**  **>>MS Excel & MS Office**  **>>SAP FICO**  **>>Unify (Accounting Software)** |

**Experience: -**

I Have *6* year experience in MIS (Accountant)

1year 9 month in Future group as a accountant in SAP FICO Module

(billing process and excel work)

1 Year in Next Retail India LTD as a Store Accountant in SAP

(Billing process and stock transfer process and GRN process Reporting in Excel Work)

1 year in Accountant and MIS for Aman Enterprise (Kwality Wall's-ICD)

Currently working as an MIS Executive for Vodafone (CRMON Department) since Nov-2014.

**MIS reporting by using MS Excel at Operational level**.

Generate timely and accurate reports for analysis. Creating MIS report and presenting it to the concern Department.

Implement and analysis data to create daily, weekly, monthly, and quarterly reports  
Design/develop the agreed upon solution in MS Excel Programming.

Generating & maintaining day to day MIS Data and updating the management.

Extensive usage of MS Excel (Vlookup, Hlookup, Pivot table, Merge, Split, Freeze Panes, Group, Short, Filter, Add Picture and Making Chart) and also Making small PPT.

EXTRA CURRICULLAR ACTIVITES: -

Traveling & Listening Music.

OTHERS: -

I Am Open Minded Respect Indian Culture and Family Values.

**Place: AHMEDABAD (Asif Ali Saiyed)**