** shamsheer.K.P** Mob: 95459484

Email: [**shamsheerk8@gmail.com**](mailto:shamsheerk8@gmail.com)

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**Professional Summary**

Seeking a position to utilize my skills and abilities in an industry that offers professional, innovative, and flexible and meet the objectives of the organization that I work for.

**Personal Skills**

* **Excellent interpersonal skills**
* **Natural leader**
* **Dedicated and adaptive to work**
* **Willingness to learn**
* **Creative and hardworking**

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**Professional Experience**

1. **CAPGEMENI , Bangalore, Karnataka**

**PROCESS ASSOCIATE (August 2015 to September 2016 )**

* Performed accounts payable functions for the clients.
* Managed accounts payable for the client (SKF BEARING) .
* Managed accounts payable process (indexing, processing, posting)
* Replied the mail send by the client
* Send the processed Receipts to the client for the payment.

1. **FUN BABY AGENCY , Kannur, Kerala**

**Marketing Executive (October 2016 to April 2017)**

* Developing the marketing strategy
* Understand market situation .
* Customer relationship management.
* Coordinate the performance of the workers.
* Identify new trends and technologies .

**Education**

* IndhiraGandhi Institute Of Science And Technology kannur Kerala Master of business administration (MBA)

Bharathiar University (2017)

* IndhiraGandhi Institute Of Science And Technology kannur Kerala Bachelor of business administration(BBA)

Bharathiar University (2014)

* Plus Two

Mambaram Higher Secondary School Mambaram (2011)

* S.S.L.C

Mambaram Higher Secondary School Mambaram (2009)

**Certifications**

* Practical accounting
* Tally.ERP9
* Peachtree accounting
* Quick books accounting
* MS office
* Hot world

**Linguistic proficiency**

* English
* Hindi
* Tamil
* Malayalam

**Personal Details**

Name : Shamsheer KP

Gender : MALE

D.O.B : 04-04-1993

Marital Status : SINGLE

Nationality : INDIAN

Mob : +91 9567556363,0096899461462

Email : [shamsheerk8@gmail.com](mailto:shamsheerk8@gmail.com)

**Declaration**

I do hereby declare that the particulars of information and facts stated herein above are true, correct and complete to the best of my knowledge and belief.

**SHAMSHEER KP**