

# AZHAR MAHMOOD KC

## Bachelors In Commerce

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calicut, kerala

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### SUMMARY

Bachelor of Commerce graduate currently pursuing a Postgraduate Diploma in Logistics and Shipping Management. Strong foundation in business principles and practices, with expertise in finance, accounting, and supply chain management. Skilled in analytical problem-solving and eager to contribute to optimizing logistics operations in the shipping industry.

### EXPERIENCE

#### Administrative Assistant

##### Green Offset Printing,

calicut,kerala

- Assisted in day-to-day office operations, including administrative tasks and document management.
- Demonstrated strong attention to detail and organizational skills in managing office tasks.

#### Catering Assistant

##### Indian Kitchen Catering,

- Managed inventory and replenished supplies as needed during events.
- Assisted in catering operations, including setup, serving, and cleanup for events and functions.
- Demonstrated reliability and teamwork in a fast-paced catering environment.
- Ensured timely delivery of food and beverages to guests, maintaining a high level of customer service.

#### Sales Associate

##### Westside

kochi, kerala

- Collaborated with team members to achieve sales targets and ensure efficient store operations
- Contributed to sales growth through effective product knowledge and client engagement..

### EDUCATION

#### P.G Diploma in Logistics And shipping Management

##### CILT UK Internation Certification

01/2023 - Present kochi, kerala

- Pursuing a Postgraduate Diploma in Logistics and Shipping Management for industry-relevant skills.
- Studying logistics operations, supply chain management, and international trade for a career in global shipping.

#### Bachelor of Commerce (B.Com)

##### Bharathidasan University

2020 - 2023 trichi,tamilnadu

- Completed Bachelor of Commerce degree, equipped with a strong foundation in business principles and practices.
- Specialized coursework in finance, accounting, and business management, preparing for roles in various industries.

### SKILLS

#### Computer Skills

##### Typing

##### Problem-solving

##### Business Communication

##### Leadership

##### Risk Management

##### Creativity

##### Social Media Management

##### Marketing

##### Decision Making

##### Team Work

##### Software Proficients

##### Time Management

### LANGUAGES

#### Malayalam

Native



#### English

Proficient



#### hindi

Intermediate



#### arabic

Beginner



#### Tamil

Intermediate



### ACHIEVEMENTS



#### National Service Scheme (NSS) Volunteer

, actively participating in community service initiatives promoting social welfare and environmental sustainability.