***RESUME***

**Manish Kumar**

**Abu dhabi**

Mobile No :+971547256981

Email.Id:- manishkumar3696@gmail.com

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| **CAREER OBJECTIVE :** |

To give better performs of my skills and Satisfaction the organization.

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| **ACADEMIC QUALIFICATION** |

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| **Academic/ Professional**  **Qualification** | **Name of the Board / University** | **Year of Passing** | **Percentage** |
| SSC | CBSE | 2011 | 69.02% |
| HSC | Bihar Board | 2013 | 69.00% |

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| **OTHER QUALIFICATION** |

* Basic Knowledge OF Computer, speak good English, knowledge of tally and accounts
* Well known about accountancy journal entry and single entry system
* Wel handing of cash and cash transaction

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| **WORK EXPERIENCE :** |

* Worked as data entry operator in tata toyo pvt ltd company in Mumbai india .
* Worked as a cashier in neeta tour and travels company in mumbai
* Worker in a coffee shop in abu dhabi as a cashier .

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| **PERSONAL DETAILS** |

* Present Address : Bhindi bazar , mumbai
* Date of Birth : 03/06/1996
* Sex : Male
* Marital Status : Unmarried
* Nationality : Indian.
* Language Known : Hindi & English , arabic
* Passport no : N8379019

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| **Declaration :** |

I here by certify that all the information provided here by me is correct & best of my knowledge.

Date :

Place : abu dhabi (**Manish Kumar)**