



**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.

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### **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. **CAPGEMINI , 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.
2. **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)
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### **Certifications**

- Practical accounting
  - Tally.ERP9
  - Peachtree accounting
  - Quick books accounting
  - MS office
  - Hot world
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### **Linguistic proficiency**

- English
  - Hindi
  - Tamil
  - Malayalam
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### **Personal Details**

Name : Shamsheer KP  
Gender : MALE  
D.O.B : 04-04-1993  
Marital Status : SINGLE  
Nationality : INDIAN  
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### **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**