



MOHAMMED AFSAL KM

CONTACT ME

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ABOUT ME

An enthusiastic and self-motivated individual with a background in accounting and customer service. Seeking a position where I can apply my knowledge and skills, gain experience, and contribute to the success of the organization.

EDUCATION

CJHSS School, Kasargod

High School Diploma
Graduated: 2020

Focus: Commerce and Accounting

Certified Professional Accountant

Completed: 2020

Obtained certification in professional accounting principles, tax filing, and financial management.

SKILLS

- Management Skills
- Customer Service
- Accounting Knowledge
- Critical Thinking
- Communication Skills
- Software Skills : tally, peachtree, quickbooks, wings

WORK EXPERIENCE

OUTFIT Fashion Destination

2021 - 2024

Sales Associate

- Provided excellent customer service, helping clients choose outfits and accessories based on preferences and style.
- Managed cash transactions, processed payments, and handled returns/exchanges efficiently.
- Maintained and organized inventory, ensuring the availability of products and updating stock records regularly.
- Proficient in using Tally, Peachtree, QuickBooks, and Wings for managing financial transactions, generating reports, and maintaining ledgers.
- Skilled in implementing and optimizing these tools for business accounting processes, ensuring accuracy and compliance with financial regulations.
- Processed and tracked online orders, coordinated shipments, and assisted in managing the store's website inventory.
- Trained new team members on store policies, product knowledge, and customer service standards to ensure consistency in operations.
- Conducted daily audits of cash registers, ensuring accurate accounting of transactions and balancing cash drawers at the end of shifts.

LANGUAGES

English: Read, Write, Speak

Arabic: Read, Write

Hindi: Read, Write

Malayalam: Read, Write, Speak