

# ASHNA P MAJEED

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Dynamic professional transitioning from a successful accounting background to a career in logistics. Leveraging strong analytical skills and attention to detail, eager to apply my organizational and problem-solving expertise to optimize supply chain operations and innovative logistics solutions.

## EDUCATION

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Ibis Academy | Thrissur, Kerala

**International PG Diploma in Logistics & Supply Chain and Management (Accredited by IACET) (2024-2025)**

*Major Cover Topics*

- Shipping Logistics
- Warehouse & Inventory Management
- Transportation & Distribution Management
- Demand Forecasting & Customer Service in Logistics
- Strategic Management

MG University | Kottayam, Kerala

**Master of Commerce (M.Com Finance & Taxation) | Aug-2022**

University of Calicut | Kerala

**Bachelor of Commerce (B.Com Co-operation) | Apr-2020**

## PROFESSIONAL EXPERIENCE

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Pearl Data Direct (Lulu Financial Holdings), Kochi, Kerala

OCT 2022 – APR 2024

**Executive**

- Daily reconciliation of payment gateway's transaction.
- Invoicing for respective offline re-scheduled bookings.
- Work related to supplier reconciliation on monthly basis.
- Handling accounts ledger and petty cash book.
- Preparation of different types of vouchers i.e. General voucher, Payable voucher (PV), Debit & Credit notes, with the correct account classification and cost centers.
- Preparation of cheques against purchases.

## OTHER SKILLS

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**Skills:** SAP Material Management, Excel Proficiency, ERP System Proficiency, Microsoft Office

**Certificates:** SAP MM, Advanced Excel, Tally

**Languages:** English, Malayalam, Hindi, German

**Achievements & Trainings:**

- English communication & Soft skills development program
- Creative accounting workshop
- Google analytics for beginners
- Entitled G-Operator (Windows, MS Office, Internet & E-Mail)
- G-ACC Tally
- Yogasan & Meditation

**Academic Project:** Customer decisions towards investment in life insurances policy.