

## **RESUME**

### **ABDUL RASHEED.K**

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### **Professional objective**

To build a career in the area of Finance and Accounting by associating with a leading organization where I can utilize my skills and knowledge to provide services of highest quality

### **Academic Qualification**

**Certified Industrial Accountant** from ***The Institute Of Computer Accounts Cochin.*** It was an 8 month course with intensive training on the practical aspects of Accounting & Taxation. This course also gave me hands on training on tally, E-Filling, Peachtree, and MS Office 2013.The Course Got completed In August 2015.

| Year | Course   | Board/university                            | Percentage |
|------|----------|---|------------|
| 2009 | SSLC     | Board of Public Examinations Govt of Kerala | 70         |
| 2011 | PLUS TWO | Board of Public Examinations Govt of Kerala | 68         |
| 2014 | b.com    | Calicut university                          | 60         |

### **Software Knowledge**

- MS office 2013
- Tally ERP.9
- Peachtree

### **Personal strength**

- Analytical skills
- Ability to work with a team
- Positive and Self confident

### **Hobbies**

- Travelling
- Playing football
- Learning new things

### **Personal profile**

|                 |   |                           |
|-----------------|---|---------------------------|
| Date of birth   | - | 04/03/1994                |
| Age             | - | 22                        |
| Gender          | - | Male                      |
| Marital status  | - | single                    |
| Nationality     | - | Indian                    |
| Religion        | - | Islam                     |
| Languages known | - | English, Malayalam, Hindi |
| Father          | - | Hussain.k                 |
| Mother          | - | Kuncheevi.k               |

### **Declaration:**

I hereby declare that the above particulars specified are true to the best of my knowledge and belief

**Abdul Rasheed**

Place: Cochin

Date: 22/08/2015