



Quran.surf provider seeks a placement on your esteemed organization.

WWW.QURAN.SURF
Holy Qur'an HD videos
Highlighting Text With Recitation

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YouTube: www.youtube.com/QuranSurf



WHY AM SEEK PLACEMENT?

Quran.surf now serves with 4500+ HD videos and 850+ playlists. It is the result of my efforts for years by constantly utilizing the spare time before and after my working hours in Dubai as an accountant. When I aim a genuine reward, Quran.surf does not include ads and monetization. Even if these collections already broken some historical records, there are still big milestones to cross. In my current situation it is hard to find more time to achieve this sacred goal. So I really need to change my situation to a better one. If you accept my placement request, it will also become a great support for this historic project.

OBJECTIVE

By utilizing the spare time, when I am providing historic text highlighting series of HD videos for Hoy Qur'an, I like to join any kind of establishment.

Seeking **Accountant/ Assistant Accountant/ Cashier cum Accountant / Administrator/ Manager position in Accounting/Finance/E-Business Department** where my skills & abilities can be utilized in its best ethics to any Business category.

CORE PROFESSIONAL STRENGTHS

- **22 Years** Professional Experience (Out of it 13 years in UAE) in Accounting, Finance and Administration. Those were under Trading, Contracting and Transport Companies.
- Expert Knowledge of **Tally ERP9, SAP ERP, Profit, iTrade, Quick Books 2015, Quick Books Online, Sage Peachtree, Xero Accounting, DacEasy, Focus, MYOB, PHP, MySQL, HTML, JavaScript, CSS, MS-Words, Power Point, Outlook & Internet.**
- Well proficient on handling bulk data by using **MS Excel, MS Access and ASCII** files. Very expert to make complex accounting and financial summarized reports to make right management decisions.
- Accounting up to finalization and Preparing of all accounting statements and reports.
- Payroll and abilities to work **with any software.**
- Manage general ledger, Petty cash, accounts payable, accounts receivable, sales, billing, collections, cash management, investment, fixed asset activities.
- Participated in the formation of policies in the area of Marketing, Sales and Public Relations.
- Prepare business correspondence that deals with employee such as to banks, insurance company and government agencies as well and also licensing work with govt.
- Updating web-pages using WordPress, PHP and MySQL
- Best leadership, communication and interpersonal skills
- Experienced in balancing priorities for short-term and long-range goals
- Able to handle multiple tasks in a challenging, fast-paced environment
- Enthusiastic, creative and willing to assume increased responsibility

EDUCATION & TRAINING

Academic:

- B. Com passed from University of Calicut, India.

Technical:

- Diploma in Oracle and Developer 2000 (Approved by Dubai Education Ministry)
- Diploma in Advanced Computer Applications (DACA) at Pentasquare, Kerala, India.
- Diploma in Computerized Financial Accounting (DCFA) at Spectrum Computers, Kerala.
- Diploma in Computerized Office Management (DCOM) at Micro Computers, Kerala.
- Certificate Course in Travel and Tourism at Intl. Institute of Tourism and Hotel Management.

Extra Achievement:

- I am providing page level videos for the Holy Quran through www.quran.surf and conducting World Wide Online Quran Hifz Program (WWOQHP) by using the spare time. Refer: www.quran.surf/online/

LANGUAGES KNOWN

English, Malayalam, Hindi and Arabic (Read & write)

PASSPORT DETAILS

No:	N 6394013	Place of issue:	Kozhikode
Date of issue:	14 th January, 2016	Expiry Date:	13 th January, 2026

PERSONAL DETAILS

Nationality	Indian
Sex	Male
Date of Birth	21 st May 1974
Place of Birth	Udma, Kerala, India.
Marital status	Married.
Expected Salary	Negotiable
Visa Status	Employment Visa - Accountant (Transferrable)
When can join?	Anytime

My objective is to establish how my talent, professionalism, and enthusiasm will add value to your operation. Thank you for consideration. I look forward for your call to speaking with you soon.

Sincerely,

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Verifying documentation & more references will provide upon request.