



MUHAMMED IRFAN P.K.

B. Com

Career Objective

A result-oriented and motivational B.Com graduate looking for an opportunity in a reputed organization where I can upgrade my knowledge and skills in the field of accounting and finance

Academic Background

- ▶ **B. Com - Kannur University**
Naher Arts and Science Collage
2024
- ▶ **Higher Secondary School**
Kadachira Higher Secondary School
2019 - 2020
- ▶ **10th Class from DHSE Kerala Board**
CHM Higher Secondary School
2018

Experiance

- ▶ **Hospitality & Customer Service**
Jp Cyber Labs, India
- ▶ **Document Controlling**
Crayons Stamps & Accessories, Al Ain
- ▶ **Designing & Printing**
Crayons Stamps & Accessories, Al Ain

Core Competencies

- ▶ MS Excel
- ▶ MS Word
- ▶ MS Power Point
- ▶ Tally
- ▶ Excellent knowledge of accounting-related concepts.
- ▶ Knowledge in preparing accounting-related documents like (invoices, bills, purchases,)
- ▶ Accounts payable and accounts receivable, etc.
- ▶ Ability to prepare journals and vouchers.
- ▶ Good communication skills to coordinate with vendors & auditors.

Decleration

I solemnly confirm that all the information furnished above is true to the best of my knowledge and belief.

Contact

- ▶ 056 932 4109
- ▶ muhammedirfanpk360@gmail.com
- ▶ Al Ain - Abu Dhabi - UAE

Personal Information

- ▶ Date of Birth : 24 Dec 2001
- ▶ Gender : Male
- ▶ Marital Status : Unmarried
- ▶ Father's Name : Muhammed Iqbal
- ▶ Religion : Muslim

UAE Visa Status

- ▶ Issue Place : Al Ain
- ▶ ID No : 784-2001-3237284-6
- ▶ Visa Type : Employment Visa
- ▶ Exp Date : 15/12/2026

UAE Driving License Info

- ▶ Issue Place : Abu Dhabi
- ▶ License No : 1284038
- ▶ Permitted : Light Vehicle

Core Strength

- ▶ Flexibility and adaptability.
- ▶ Excellent analytical skills.
- ▶ Quick learner.
- ▶ Ability to multitask

Languages

- ▶ English
- ▶ Hindi
- ▶ Malayalam