

NAQASH KHAN

FINANCIAL AND ACCOUNTING

Deira (Dubai)

050-4543814

Naqash.khan1990@gmail.com

Country: (Pakistan)

Driving License: Learning

EDUCATION

Master in Business Management (Finance & Accounting)

B.Z.U Multan (Pakistan)
2015

Bachelor in Accounting

University of Sargodha Pakistan
2010

SOFT SKILLS

- ORACLE ERP
- DECISION
- MS OFFICE
- ACCOUNTING
- DATA ENTRY
- SALES MANAGEMENT

SKILLS

Teamwork



Accounting Software



Team Management



Sales Management



Decisions Maker



EXECUTIVE SUMMARY

Seeking a challenging position in a renowned company where I will be able to utilize my Management, Accounting & Marketing skills to maximize efficiency and help in the growth of the company.

EXPERIENCE

1: Assistant Accountant (Dubai) S S Lootah Group | March 2024 – Currently Working

Head/Cashier Supervisor (Dubai)

Day to Day Int. Trading LLC. | 14 DEC 2021 – FEB 2024

RESPONSIBILITIES:

- ✓ Training staff,
- ✓ Assigning tasks,
- ✓ Scheduling shifts,
- ✓ Collecting cash, and reconciling cash with receipts.
- ✓ Cash Drawer Management
- ✓ Refunds and Exchange
- ✓ Payment Collection Cash and Debit/Credit Card.
- ✓ Bank Deposit.

2: Customer Service (Dubai)

RALS HYPERMARKET | 06/2020 - 12/2021

3: Cashier cum Customer Service (Sharjah)

SAVINGS HYPERMARKET | 02/2019-05/2020

4: Relationship Officer cum Customer Service (Pakistan)

Khushali Micro finance Bank | 2017-2018

5: Sales Officer (Pakistan)

Pepsi & Co | 2015-2017

REFERERNC

Provide on Demand.