

Albin Paul



albinpaul14@gmail.com

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Flat 32, Bldg. 168, Rd 2608, Blk 326

Adliya, Manama, Kingdom of Bahrain

Career objective

To be in a renound position in a reputed organisation and to achive the best of my excellence.

Work Experience

- 2017 - 2019 **Showroom Administration at Chemmanur International Jewllers**
- Process strong accounting knowledge and businss understanding
 - Manage invoice, processing, reporting (daily, weekly, &monthly) on a regular basis

Education

YEAR	QUALIFICATION	COLLEGE
2013 – 2016	B.COM	Yeldo Mar Baselios College (Course Completed)
2011 – 2013	Higher Secondary	Nss Hss Varappetty
2010 – 2011	SSLC	Nss Hss Varappetty

Skills

- MS Office
- Showroom Managing
- Investigating
- Enquiry
- Credit Management
- Supervising
- Driving

- Stock management

Personal Profile

Date of Birth : September 19, 1995
Sex : Male
Religion : Christian, RC
Marital Status : Single
Nationality : Indian
Blood Group : O+
Language : English, Malayalam, Tamil, Hindi
Passport No : P9120904
Passport Expiry : 02/04/2027

References

Sreejith P
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Chemmanur International Group
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I déclare that the above said details are true and correct to the best of my knowledge.

ALBIN PAUL
Applicant