

THALIB JAFAR

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Flat-103, Bldg-602, RD- 329, BLK- 304

Manama – Kingdom of Bahrain



Objective

To associate with an organization that provides me a chance to prove my knowledge and efficiency and enhance my skills. To build a career in aviation industry with fully dedicated people, which will help me to express myself fully and realize my potential and learn more from that different world.

Extra Qualifications & Technical Skills

- **Bachelor of Commerce**(co-operation) From N.A.M Collage Kallikandy KANNUR UNIVERSITY 2012
- Advanced diploma in Computerised FINANCIAL ACCOUNTING from SPECTRUM COMPUTER EDUCATION

Experience Details

- **Assist. Accountant – (From October 2017 to Present-)**

Company: M/s GROWTH MIDDLE EAST TRADING WLL (Manama Bahrain)

Job Description:-

- Accounts Assisting
- Daily accounting
- Bank Reconciliation.
- Staff salary distribution and documentation. Etc
- LMRA & GOSI PAYMENT
- LMRA VISA PROCESSING
- VAT PAYMENT
- Daily collection

- **Business Executive -(August 2015 to March 2016)**

Company: M/s AREEN ENTERPRISES OVERSEAS LLC (Muscat, Oman)

Job Description:-

- Outdoor sale of building materials SS Items & PP Equipments

In India :-

1. Sales supervisor cum Account Assistant:-

TILES PALACE- THALASSERY& KUTHUPARAMBA- KANNUR dist

Strengths

- Leadership quality and team working skills.
- Commitment and sincerity.
- Critical and Reasoning abilities.
- Ready to shoulder any responsibilities.

Personal Information

Linguistic Proficiency: English, Hindi & Malayalam

Nationality : Indian

Marital status : Married

D.O.B : 24th DEC 1991

CPR : 911240950

Date Of Visa Expiry : 21-01-2021

Passport No. : M4395720 Valid till: 15 December 2024

Declaration

I hereby declare that the information furnished above is true to the best of my knowledge.

Place:

Date:

THALIB JAFAR