

Resume



Muhammad Tafzeel Zahid

Accountant cum Cashier

Industrial Area 1 Sharjah, UAE

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tafzeelzahid@gmail.com

26 Jan 1996

Single

Pakistani

OBJECTIVE

Motivated individual seeking to obtain accountant, cashier position which will benefit from strong mathematical, deductive reasoning, and problem-solving abilities.

EXPERIENCE

Accountant cum Cashier / 08/2018-09/2019

Jhelum, Pakistan

Wasif Traders

Maintain Financial Statements
Maintain Accounts
Manage Inventory
Handle Cash
Manage Stock
Manage Transactions.

EDUCATION

Bachelors of Business Administration Finance / 2014-2018

Pakistan

University of the Punjab

Had done BBA Hons. in Finance with 3.64 cgpa with major subjects of Accounting and Finance.

PROFESSIONAL SKILLS

- Tally ERP 9 , Very Good
- MS Office , Very Good
- Leadership Ability , Very Good
- Time Management , Very Good
- Self Motivation , Very Good

INTERNSHIP / INDUSTRIAL EXPOSURE

Internship / 1.5 months

Pakistan

National Bank of Pakistan

Work in Cash Department, Credit Department, Government Department, Remittance Department

ACHIEVEMENTS AND AWARDS

PEEF Scholarship / 2012

Got PEEF Scholarship on getting 1st division in SSC Exam.

Laptop in Cheif Minister Laptop Scheme / 2017

Got laptop on getting good cgpa in class from Government

LANGUAGES

- English , Very Good
- Urdu , Excellent