



MOHAMED MUDABIR K

ACCOUNTANT AND SALES EXECUTIVE

CONTACT

+974 74086137
+91 9605939842

mudumudabir@gmail.com

India, Kerala

DOB- Aug 03 1998

SOFTWARES KNOWN

- MS Excel
- MS Word
- Tally
- Delta Finance ERP
- CPIFA

SKILLS

- Teamwork
- Time Management
- Leadership
- Effective Communication
- Critical Thinking
- Hardworking
- Problem Solving
- Communication Skills
- Financial Reporting

EDUCATION

SSLC 2013

FOHSS HIGHER SECONDARY SCHOOL

PLUS TWO 2013 - 2015

GHSS HIGHER SECONDARY SCHOOL

CPIFA 2017

CERTIFIED PROFFESIONAL IN
INDIAN&FOREIGN ACCOUNTING

IPA 2017

INSTITUTE OF
PROFESSIONAL ACCOUNTING

B.COM COMPUTER APPLICATION

2015 - 2018

BHARATHIAR UNIVERSITY

PERSONAL PROFILE

Experienced sales professional with a proven track record of exceeding targets and building strong client relationships. Skilled in identifying opportunities, negotiating contracts, and delivering exceptional customer service to drive revenue growth.

VALID QATAR DRIVING LICENSE - 29835614743 | 05-07-2027

VISA STATUS : RESIDENTS (TRANSFERABLE WITH NOC)

PASSPORT - P4169275 | 28-12-2026

WORK EXPERIENCE

SALES EXECUTIVE | 2021 - CURRENT

RIGHT AWAY TRADING & SERVICES - DOHA,QATAR

- Managed pipeline of leads, converting 20% to closed deals using strong follow-up skills.
- Conducted product demonstrations to potential customers, leading to 15% increase in sales.
- Collaborated with marketing team to create targeted email campaigns, yielding 10% increase in leads.
- Provided exceptional customer service, resulting in high client satisfaction and repeat business.

CAR SALESMAN | 2019 - 2021

JUNAH TRADING - TAMILNADU

- Excellent communication skills demonstrated through effective product presentations and responses to customer inquiries.
- Skilled in conducting test drives and explaining vehicle features to drive sales conversions.
- Proven track record of surpassing monthly sales targets by building strong client relationships.

ACCOUNTANT | 2018 - 2019

PRESTIGE ROOFING HOUSE - KERALA

- Produced detailed forecasts and budget reports to aid in decision-making process.
- Utilized advanced Excel skills to create efficient tracking processes for financial data.
- Managed financial statements for accuracy, analyzing trends and discrepancies for clients.
- Participated in annual audits, ensuring compliance with regulatory standards and providing recommendations.

LANGUAGES

- English (Intermediate)
- Malayalam (Fluent)
- Arabic (Elementary)
- Hindi (Elementary)
- Tamil (Elementary)