

RESUME



AKHIL N U

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Abu Dhabi ,UAE

PERSONAL DATA

Date of Birth : 09/03/1994

Sex : Male

Father : Unnikrishnan

Mother : Indira

Nationality : Indian

Marital Status : Single

Religion : Hindu

Mother Tongue : Malayalam

Passport No : P6987059

Place of Issue : Cochin

CAREER OBJECTIVE

Looking for overload mission and tasks to expand my job knowledge that I obtained in both academic and the current job and to utilize it for the purpose of benefiting the company and gaining wide experience.

PROFESSIONAL SKILLS

- well skilled for co-ordination for each condition
- Confidence and ability to provide suggestions.
- High level of self-motivation.
- Ability to communicate well with people at all levels.
- Capable to work in multicultural environment.
- Experienced to work under the leadership particularly on team work.
- Able to solve problem and decision making on right way.

ACADEMIC QUALIFICATION

- BACHLOR OF SCIENCE (Applied Physics) from Calicut University, Kerala, India. 2016
- Vocational Higher Secondary Examination (Civil Construction And Maintenance) from Vocational Higher Secondary Board Kerala, India. 2011
- Schooling (THSLC) from Department of Technical Education ,Kerala, India. 2009.

PROFESSIONAL QUALIFICATION

- CAT (Certificate In Accounting Technician) from The Institute of Cost Accountants of India (ICAI), Government of Kerala Department of Higher Education . 2016
- Certificate in Accounting Technicians Internship under ASAP(Additional Skill Acquisition Programme) at Kodungallur Muncipal office , Thrissur , Kerala India

Date of Issue : 08/02/2017

Date of Expire : 07/02/2027

Visa Status : Employment

LANGUAGE KNOWN

English, Hindi, Tamil, Malayalam

- **Knowing Office Package : Microsoft Word , Microsoft Excel , Microsoft PowerPoint , Internet & Email.**

WORK EXPERIENCE

- **Office In charge and Document Controller in Perfect Companies Representation (PCR) at Abu Dhabi UAE since 2017 till date.**
- **Tutor of physics at Muziris College , Kothaparambu , Kodungallur, kerala**
- **Faculty in Physics at Triumphant Institute of Management Education (TIME), Trissur , Kerala India**
- **Office Assistant at South Indian Bank (SIB), Mathilakam branch, Thrissur , kerala , India**

DECLARATION

I hereby declare that the information stated above is true to my knowledge and I assure you that all my frantic to see my work