***CURRICULAM VITAE***

**Objective:**

To work in an esteem organization to enhance the capability by utilizing the skills also to improve the economical status of the esteem organization.

**Skills:**

* Capable of handling all assignments
* Maintaining Accounts
* Discharge Complete Secretarial Duties
* Well Known to Windows
* Quick learner and adaptable
* Perfect in all Work Areas
* Be patiently & peacefully deal with all staff members

**Responsibilities:**

1) Punctual to work, polite & tidy for Office

2) Making all reports ready & present it whenever require

3) Finish Assignment within the given time

4) Trustworthy for responsible & confidential jobs

**Experience:**

Work with Akbar Travel Devan Devdi Hyd. As a Accountant since Jan 2017 till Feb2021

**Personal Details:**

Name : Mohammad Amjed Ali

Father’s Name : Mohammad Mahmood Ali

Date of Birth : 15-Mar-1973

Marital Status : Married

Mobile No. : 7675033058

Address : Hno. 17-1-450/A/11, Moulana Azad Nagar Edi Bazar Hyd-23 T.S

Mohammad Amjed Ali (Bcom)