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🏠 Tharamannil (H), Mullampara, Manjeri (PO),
Malappuram (DT), Kerala (ST), India, PIN : 676121

PROFESSIONAL SUMMARY

Dynamic and dependable professional with 14+ years of experience in accounting, sales, and retail operations across India and the Gulf. Skilled in financial management, inventory control, and team leadership. Known for a proactive mindset, adaptability, and delivering consistent results in fast-paced environments.

CAREER HISTORY

BRANCH MANAGER

2017-2025

D COPS TEXTILES, MALAPPURAM, INDIA

- Led overall branch operations with a strong focus on sales, purchase management, and customer service.
- Oversaw daily operations, including purchase orders, inventory, and stock control.
- Managed and guided the sales team to achieve and exceed revenue targets.
- Implemented strategies to drive business growth and improve operational efficiency.
- Built and nurtured long-term customer relationships, boosting loyalty and satisfaction.

CASHIER & STOCK CLEARANCE IN-CHARGE

2015 to 2018

AL BADAR SUPER MARKET, JEDDHA, SAUDI ARABIA

- Handled cashier operations with accuracy in billing, cash management, and customer transactions.
- Served as Stock Clearance Incharge, ensuring smooth inventory flow and clearance processes.
- Applied FIFO-based stock rotation to reduce waste and maintain product freshness.
- Prepared purchase orders, coordinated with suppliers, and supported seamless retail operations.
- Maintained organized inventory systems, optimizing stock arrangement and improving efficiency.

DINING SUPERVISOR

2013-2015

AL-THAZA BROAST, MAKKAH, SAUDI ARABIA

- Supervised daily dining operations, ensuring smooth coordination between staff and kitchen teams.
- Assigned duties, managed schedules, and trained staff to uphold service quality standards.
- Ensured strict compliance with hygiene, sanitation, and food safety regulations.
- Handled guest requests and complaints with professionalism to enhance customer satisfaction.
- Maintained dining inventory and cleanliness, supporting management in implementing service standards.

ACCOUNTANT

2011-2013

GEM TRADERS, MANJERI, INDIA

- Managed daily accounting operations, including bookkeeping and financial documentation.
- Performed bank reconciliations to ensure accuracy and compliance.
- Prepared and maintained financial reports for management review.
- Supported internal and external audits with accurate records and documentation.
- Utilized Tally software to streamline workflows and maintain organized financial systems.

EDUCATION

ACCOUNTING WITH TALLY

2011

ADDITIONAL CERTIFICATION COURSE

Completed a professional accounting course with hands-on training in Tally ERP. Proficient in bookkeeping, ledger management, invoice processing, bank reconciliation, and financial reporting, with strong expertise in day-to-day accounting using Tally software.

BACHELOR OF COMMERCE (B.COM)

2008-2011

UNIVERSITY OF CALICUT | 2009 – 2012

Gained strong foundational knowledge in accounting, finance, and business management.

HIGHER SECONDARY EDUCATION (COMMERCE STREAM)

2006-2008

KERALA BOARD OF HIGHER SECONDARY EXAMINATION

Focused on accountancy, economics, and business studies.

SSLC (SECONDARY SCHOOL LEAVING CERTIFICATE)

2006

BOARD OF PUBLIC EXAMINATION, KERALA

Completed with a strong academic record.

CORE SKILLS

- Management Skills
- Creativity
- Digital Marketing
- Negotiation
- Critical Thinking
- Leadership

DOCUMENT STATUS

Passport No : U9848848
Passport validity : 31-03-2031
Iqama status : 2611625373
Availability : Immediate
Driving License : Issued in India

LANGUAGE

ARABIC ● ● ● ● ●
ENGLISH ● ● ● ● ●
HINDI ● ● ● ● ●
MALAYALAM ● ● ● ● ●
TAMIL ● ● ● ● ●

PERSONAL DETAILS

DATE OF BIRTH : 06-07-1990
GENDER : MALE
RELIGION : MUSLIM
NATIONALITY : INDIAN
MARITAL STATUS : MARRIED

"I hereby declare that the above information is true and correct to the best of my knowledge and belief."