

MEHRUNNISHA ANSARI

Sr. Accounts Executive
(Account & Purchase)



misty231292@gmail.com | 8962847868 | 229 Hanumantal Chandni Chowk Jabalpur

Career Objective

Ambitious and self-motivated individual with 7 years of professional experience, excellent knowledge of Operational modeling and reporting, and working knowledge of Tally, SAP, ERP9, Prologic and ERP Peoplesoft, seek a position of Operation and account Manager at Universal Education. Pursuing M.com in Finance from Maharishi University (JBP.).

Education

Dec, 2018 – Pursuing Maharishi University
M.com (Finance), Jabalpur

Dec, 2013 – Complete Rani Durgawati University
BBA(Business Admin.),Jabalpur

Personal Data

Father Name : Siddique Ansari
Mother Name : Parveen Begum
Date of Birth : 23/12/1992
Age : 27 Year
Nationality : Indian
Sex : Female
Marital Status: Single

Language Skills

English : Very Good
Hindi : Excellent
Arabic : Very Good

Working Experiences

July, 2020 - Present **Vedantu Innovation Pvt. Ltd.**, HR Spoc and as a Centre operation Executive, Handling all HR and operation work.

Aug, 2017 –July, 2020 **Aakash Educational Services Ltd**, Senior Accounts Executive Handling all Accounts and Operational work in Branch level.

Jan, 2015 – Previous **Vijan Hotel Pvt.Ltd**, Sr.Executive (Account & Purchase)
Related to all purchase and account work and maintain all records and analyze.

Nov, 2011 – Previous **Alliance Research Co. Ltd** , Accounts Manager
Handling all accounts work, Finance and Account.