



MABROOK M.S

📍 Building no 51
Al Yaqoubi Street
Matar Qadeem
Doha , Qatar
QID NUM : 30235615913
☎ +974 77679537
@ msmabrook31@gmail.com

✈ Skills

Tally prime , polosys ERP System,
MS word , MS Excel , MS Power
point .

Good Communication

Time Management

Customer service

Strong Persuasion Skills

♥ Interests

TRAVELLING

SPORTS

MOVIES

🗣 Languages

ENGLISH

HINDI

MALAYALAM

KANNADA

👤 Personal Details

Date of Birth : 14-12-2002

Nationality : INDIA

Passport : V 4 0 3 7 8 8 7

🎯 Objective

Position to me where my skills creativity. Strong sense of responsibility and positive attitude will be an asset. So that I can significantly contribute to your mission as well as enhance my personal skills.

📁 Experience

○ HENLUX TRADING LIGHTNING W.L.L (QATAR).

ADNOS TRADING LTD (INDIA) .

1-7-2023 -

JUNIOR ACCOUNTANT // DOCUMENT

30-04-2025

CONTROLLER

I am currently working at Henlux Trading Lighting W.L.L,
a lighting company based in Barwa Village, Qatar.

JOINED DATE :- 10/08/2025

1. Record financial transactions accurately in accounting software.(Cash Receipts, Cash Payments, Bank Receipts, Bank Payments etc)
- 2.Maintain ledgers, journals, and other financial records.
- 3.Submit statement to customers periodically and follow up out standing payments.
4. Reconcile bank statements with company records to identify discrepancies.
- 5.Assist in preparing expense reports.
- 6.Maintained Account Receivable & Payables
7. Handling and recording petty cash expenses
8. Managing all daily financial transactions
9. Filing All vouchers & Documents.

🎓 Education

○ FMKMC COLLEGE, MADIKERI, MANGLORE

UNIVERSITY

2021-2023

BBA (Bachelor of Business Administration)

🌿 Declaration

I declare that to the information given in these curriculum vitae are true to the best of my knowledge.

ಮಂಗಳೂರು
MANGALORE



ವಿಶ್ವವಿದ್ಯಾನಿಲಯ
UNIVERSITY

ಮಂಗಳೂರು ವಿಶ್ವವಿದ್ಯಾನಿಲಯದ ಕುಲಾಧಿಪತಿಗಳು, ಸಹಕುಲಾಧಿಪತಿಗಳು, ಕುಲಪತಿಗಳು,
ಸಿಂಡಿಕೇಟ್ ಮತ್ತು ವಿದ್ಯಾವಿಷಯಕ ಪರಿಷತ್ತಿನ ಸದಸ್ಯರುಗಳಾದ ನಾವು

..... ಮಬ್ರುಕ್ ಎಂ ಎಸ್ ಅವರು

2024 ನೆಯ ವರ್ಷದಲ್ಲಿ ನಡೆದ ನಿರ್ದಿಷ್ಟ ಪರೀಕ್ಷೆಗಳಲ್ಲಿ ಸಂಚಿತ ವರ್ಗಾಂಶ ಸರಾಸರಿ(ಸಿ.ಜಿ.ಪಿ.ಎ)

4.87 ಮತ್ತು C ಶ್ರೇಣಿಯೊಂದಿಗೆ ಉತ್ತೀರ್ಣರಾಗಿ ಪದವಿ ಪಡೆಯಲು ಅರ್ಹ ಪರೀಕ್ಷಕರಿಂದ
ಪ್ರಮಾಣೀಕೃತವಾಗಿರುವುದರಿಂದ 2025 ರ ಮಾರ್ಚ್ ತಿಂಗಳ ಇಪ್ಪತ್ತೊಂಬತ್ತ ನೆಯ ದಿನದಂದು ನಡೆದ ಘಟಿಕೋತ್ಸವದಲ್ಲಿ

ಬ್ಯಾಚುಲರ್ ಆಫ್ ಬಿಸಿನೆಸ್ ಅಡ್ಮಿನಿಸ್ಟ್ರೇಶನ್

ಪದವಿಯನ್ನು ಪಡೆಯಲು ಅಂಗೀಕೃತರಾಗಿರುವರೆಂದು ಈ ಮೂಲಕ ಶ್ರುತಪಡಿಸುತ್ತೇವೆ.

*We, the Chancellor, the Pro-Chancellor, the Vice Chancellor,
members of the Syndicate and Academic Council of Mangalore University
do hereby make known that*

MABROOK M S

has been admitted to the Degree of

Bachelor of Business Administration

at the Convocation held on the 29th day of March 2025.

*on being duly certified by competent examiners as qualified to receive the
same after passing the prescribed examinations held in the year 2024 by securing
Cumulative Grade Point Average of 4.87 with Alpha Grade C.*

ವಿಶ್ವವಿದ್ಯಾನಿಲಯದ ಲಾಂಛನದೊಂದಿಗೆ ನೀಡಿದೆ.

Given Under the Seal of the University.

ಮಂಗಳಗಂಗೋತ್ರಿ, ಕರ್ನಾಟಕ ರಾಜ್ಯ, ಭಾರತ
MANGALAGANGOTRI, Karnataka State, INDIA
04.07.2025

ದಿನಾಂಕ Date



201471521134
ನೋಂದಣಿ ಸಂಖ್ಯೆ Reg. No.:
087849/2022
ಕ್ರಮ ಸಂಖ್ಯೆ: Sl. No.:

ಕುಲಪತಿ
VICE CHANCELLOR