

CURRICULUM VITAE

PERSONAL DETAILS:

<i>Name@Surname: ELAHEH KASHANI</i>
<i>Date of Birth: 1984</i>
<i>cell No.: +98 912 7033195</i>
<i>Email Address: Kashani.elaheh@ gmail.com</i>

ACADEMIC QUALIFICATIONS:

<i>Sep.2018 – Agu.2019</i> Master of accounting <i>Sharif University of technology / Tehran-Iran</i>
<i>Sep.2012 – jan.2015</i> Bachelor of accounting <i>ELMI KARBORDI University / Tehran-Iran</i>
Sep.2009 – Oct.2011 Associate Degree of accounting <i>ELMI KARBORDI University / Tehran-Iran</i>

FUNCTIONAL AREAS OF EXPERTISE & PERSONAL SKILLS:

- PUBLIC RELATIVE VERY GOOD
- Expert in local accounting software(HAMKARAN SYSTEM ,RAFEH ,HOLOO,RAHKARAN Softwares)
- Expert Negotiating skills public Relation field
- Excellent Interpersonal, Leadership, Problem Solving and Presentation Skills
- Ability to work under pressure and handle multiple tasks and deadlines
- A s strong character, extremely self-disciplined, a goal oriented individual and Motivated to work on my own but also a good team player

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WORKING EXPERIENCES :

<i>NO.</i>	<i>Company Name</i>	<i>Activity</i>	<i>Duration</i>	<i>Title</i>
1	DIBA GOSTAR MAHAM CO.	Accounting	Jul.2019 until now	Member of board
2	KOSAR HOTELS GROUP	Hoteling	2023-until now	Senior expert accounting and budget planning
3	NOVIN SANAT RAJA Co.	Maintenance wagon	2018-2023	Senior expert accounting
4	IRANIAN RAILWAY (RAJA co.)-Iran	Transport	2003-2018	Senior expert accounting ,CRM,INSECTION,PUBLIC RELATION
5	ROHAM DORDIS CO.	Automation	2016-until now	Accounting consultant

JOB DESCRIPTION:

- *I had Taring course relative of my work experience such and annual account report.
VAT REPORT Tax Declaration.*
- *I had good expert in local Tax and Insurance monthly report*
- *I had training course for sale*
- *I had training course Public Relation and CRM.*
- *Certificate of performance management and efficiency*