

TAMILARASI T

B.COM PROFESSIONAL ACCOUNTING

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CAREER OBJECTIVE

Aim to be associated with a progressive Organization that gives me the scope to apply my skill and to involve as a part of Team and dynamically work towards the growth of the Organization. To be a member of a prestigious organization which offers absolute exposure challenge and bright career.

ACADEMIC QUALIFICATION

COURSE	UNIVERSITY / BOARD	INSTITUTE	YEAR OF PASSING	PERCENTAGE
B.COM (Professional Accounting)	Avinashilingam University	Avinashilingam Institute For Home Science and Higher Education For Women	2021	78.5
Higher Secondary	State Board	Government Higher Secondary school	2015	96.1
SSLC	State Board	Government Girls High School	2013	93.4

EXPERIENCE

Worked as an Accountant at Joyra medicals and Surgicals for one year.

JOB RESPONSIBILITY

- Daily account Maintaining and cash Tally
- Cash Handling and data entry maintenance

- Recording of the sales, purchase, receivable and payable entries

TECHNICAL SKILLS

- Basics of GST filing and income tax filing.
- Proficiency with computer and MS office (Microsoft Word, Excel, Power point).
- Possess effective communication skills.
- Basic level of Tally.

CO – CURRICULAR ACTIVITIES

- I was attended an internship on “**BASICS OF COST ACCOUNTING, PETTY CASH ACCOUNTING, PROCESS COSTING AND GST**”.
- Participated in the National Level webinar on “**BANK RECONCILIATION STATEMENT AND SHORTCUTS**” organized by Department of Commerce, Bharathiar University .
- I had won the School Level Sports Competitions like Kho-Kho, Kabadi and Relay.
- I got ‘**B**’ certificate in National Cadets Corps (NCC).
- I got ‘**C**’ certificate in National Cadets Corps (NCC).
- Certified Type writing lower.
- I was attended a course on “ **GST REGISTRATION & FILING AND INCOME TAX FILING**”.

STRENGTHS

- Active learning
- Self motivated and easily mingle with others

DECLARATION

I solemnly declare that all the above information is correct to the best of my knowledge and belief.

DATE:

PLACE:

(T.TAMILARASI)