

SANTHOSH KUMAR S

B.Com (Computer Applications)

Dedicated Junior Accountant accustomed to working with all types of personalities in busy office settings. Knowledgeable in [Area of GST]. Offering successful career history comprising more than 2 years.



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📍 641010, Coimbatore, India

📅 01 April, 2002

🌐 linkedin.com/in/santhosh-kumar-s-376725280

EDUCATION

B.Com (Computer Applications)

VLB Janakiammal college of arts and science

2021 - Present

Coimbatore

Elected as

- Chairman of B.Com(Computer Applications)
- Responsible for Magazine Content as a Magazine Committee member

Exam Overall Score

Ist semester to IVth Semester

Percentage

- Scored 86% in academics

INSTITUTIONAL TRAINING PROJECT

Student Progress Monitoring System - DBMS

- (Case Study)

Report on Diary Industry (06/2023 - 06/2023)

- @Aavin Company

PART-TIME WORK EXPERIENCE

Junior Accountant

Radha Accounting Service

10/2020 - Present

Coimbatore

Tasks

- Visiting statutory bodies for accounting-related works
- Preparing balance sheets in Excel
- Maintaining books of account in Tally Prime
- Preparing GST, TDS, Professional Tax, PF returns
- Managing invoices
- Handling day-to-day accounting activities
- Journals and ledger entries & maintenance
- Cheque entries
- Salary statements preparation

Contact : Ravi R - 9842805001/9786005001

SKILLS

Tally Prime

Basic C++ Program Codings

Adaptability

Leadership

Time management

Proactive

CERTIFICATES

Internship Certificate for 1 year
(08/2020 - 09/2021)

@Radha Accounting Service

Internship certificate for 15 days
(06/2023 - 06/2023)

@Aavin Company

Tamilnadu state level English proficiency test

14th Rank in Coimbatore district(2017)

Participated in the "World Record Event Under Asia Book of Records". (09/2022)

Appreciation Certificate for "Yen Nadu Yen Perumai"

By Tamilnadu Urban Habitat Development Board, Coimbatore Division

LANGUAGES

TAMIL

Native or Bilingual Proficiency

ENGLISH

Full Professional Proficiency

HOBBIES

Mindfulness

Traveling

Cricket

Photography

Reading Novels and Books