

Resume/ CV Created for Testing:

[NAME]

[CONTACT NUMBER]

[EMAIL ADDRESS]

Introduction:

- Have **6 Years** of experience in **Accounts & Admin**
- Actively involved in **promoting & streamlining** financial operations of the company
- Solely responsible for the company's **Financial** activities & Directly report to the CEO of the company
- Expertise in '**Employee Interaction**' (**International & Domestic**),
- Key areas: '**Payroll**', '**T.D.S**', '**Appraisals**', '**Gratuity, Full & Final Settlement**'

Education/Certification:

- **MBA (Finance)**,
University of Madras (2007 - 2009).
Specialization: *Major in Finance & Allied in HR*
- **Bachelor of Commerce** University of Madras (1999 - 2002).,
Specialization: *Major in Accounts & Allied in Commerce*

Strengths:

- Innovative & Quick in adapting to any situation
- Excellent communication, presentation & interpersonal skill

Career Graph:

Company	Role	Period
	Shared Services	April 2007 - Till Date
	Branch Accountant	April 2004 - April 2007
	Accounts & Admin	April 2003 - Mar 2004

Work Experience:

Current Company:

Name

Email Address

Page 1 of 3