

NIRMALA S

ACCOUNTS EXECUTIVE

CONTACT

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EDUCATION

2021-2023
ALAGAPPA UNIVERSITY,
KARAIKUDI

- Master of Commerce

2018-2021
Dr.UMAYAL RAMANATHAN COLLEGE FOR WOMEN ,
KARAIKUDI

- B.com with Computer Application

SKILLS

- Taxation
- Invoice Processing
- MIS Reporting
- MS Excel
- E filing

LANGUAGES

- Tamil
- English

PROFILE

M.com finance student obtaining a challenging career in a dynamic environment to grow my accounting knowledge and experience and looking forward to making a significant contribution in achieving the accounting goals.

WORK EXPERIENCE

Amson Marketing Consultants
Accounts Executive

2023-2025

- Administered accounts receivables, accounts payables and issuing invoices.
- Prepare journal entries, purchase entries and sales entries on daily and monthly basis.
- Generated financial reports such as income statements, expense statements.
- Assisted in preparation of salary statements.
- Coordination of vendors and internal teams

CERTIFICATION

SAP FICO
FINANCIAL ACCOUNTING AND CONTROLLING

- General Ledger
- Accounts Receivable
- Accounts Payables
- Asset Accounting
- Controlling Area
- Cost Center, Profit Center and Internal Orders

TECHNICAL SKILL

- Tally ERP9
- SAP FICO (S/4 HANA)