

MARIA SIMIYON

SAP FICO CONSULTANT

mariasimiyon2002@gmail.com - + 91 6374410683 - Vadapalani, Chennai

<https://www.linkedin.com/in/maria-simiyon-360863363>

PROFESSIONAL SUMMARY

As a Junior Accounts Executive with 1.5 year of experience, I provide high-level support to senior executives and manage financial statements and reports. I'm seeking a role in a reputed company where I can grow professionally and contribute to the organization's success. I'm excited to leverage my skills and experience to drive growth in my career and the organization.

SKILLS

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- | | | |
|--------------------|-------------------------|--------------------------------|
| ➤ SAP FICO | ➤ ZOHO Books | ➤ Tally Prime |
| ➤ MS Office | ➤ Assist Internal Audit | ➤ GST Returns Filing |
| ➤ Asset Accounting | ➤ GL/ AR/AP/CO/PCA | ➤ Balance Sheet Finalisation |
| ➤ TDS & TCS | ➤ Accrual concepts | ➤ Problem solving skills |
| ➤ FI - MM / FI -SD | ➤ Bank Reconciliation | ➤ Financial Statement Analysis |

EXPERIENCE

MEGA STEELS | Chennai

JUNE 2024 - Present

- Keeping up-to-date financial records, including ledgers, journals, and other accounting documents.
- Prepare and review budget, revenue, expense, invoices, and other accounting documents.
- Prepare financial statements like Balance Sheet, Profit and Loss Account, and Cash Flow Statement.
- Ensure compliance with regulatory requirements, such as tax audits and financial reporting.
- GSTR Filling(GSTR 1 ,GSTR 2b,GSTR 3b Payments).
- Assist with tax calculations, deductions, and planning to minimize tax liability.

TAFE (Tractors And Farm Equipment Limited)

JUNE 2023 - JAN 2024

- **ROLE** - Company Trainee
- **Location** - vadipatti, Madurai.
- **Duration** - Worked on Contract Based 6 months.
- Assisting in daily production activities, operating equipment, and ensuring products meet company standards.
- Maintaining accurate records of production metrics and performance.
- Working closely with senior engineers, production teams, and other departments to achieve production goals.

EDUCATION CREDENTIALS

MKU University Sacred Heart College of Arts & Science.

✓ Bachelor of Commerce And Computer Application **2020 -2023**
• CGPA - 7.6%

C.S.M.A HIGH SCHOOL

✓ HSE 12th grade **2018 -2020**
• Percentage - 75.3%

ST.BRITTO HIGH SCHOOL

✓ SSLC 10th grade **2017 -2018**
• Percentage - 76.2%

VIVAC SKILL TRAINING ACADEMY

✓ Executive Accounting Practices **May - 2024**

PUMO TECHNNOVATION

✓ SAP FICO **Sept - 2025**

LANGUAGES KNOWN

✧ **TAMIL** ✧ **ENGLISH (Both Proficiency)**

PERSONAL DETAILS

Name : Maria Simiyon
Father's Name : S. Amburose
Nationality : Indian.
Date Of Birth : 12.10.2002
Marital Status : Single.
Languages Known : Tamil ,English (Read, Write, Speak),
Current Location : Vadapalani,Chennai.
Native Address : 5/290D, Madur(po),pugailaipatty, dindigul - 624306.

DECLARATION

I hereby declare that the details furnished above are true to the best of my knowledge and belief.