

**A.SHILPA**

☎ 9847074636

✉ : alinkizhil.shilpa@gmail.com

📍 : Bangalore, Karnataka

CAREER OBJECTIVE

A deeply focused and organized individual looking for opportunities to grow myself while contributing towards the success of my team which can in turn help the organization achieve its mission

CORE SKILLS

Accounts Payable	Reconciliation	Tally ERP	Communication Skill
General Ledger	Team work	Data Entry	Time Management

PROFESSIONAL EXPERIENCE

Organization: Target Corporation

July 2022-July 2023

Designation: Accounting Clerk (Accounts Payable)

Responsibilities:

- Validation of Bill of Lading
- Supporting Indexing Process of Delivery Receipt
- Processing RCDC and RCDP
- Preparation of Split letter Credit Memo and Debit Memo in TAP (Target's Accounts Application)
- Validation of BOT Result Class
- Validation of Delivery Receipt

Organization: Nest Ultimate Tax and Accounting Solutions

Oct 2020 - Nov 2021

Designation: Accountant

Responsibilities:

- Managing accounting transaction
- Handle monthly, Quarterly and annual closings and filing GSTR Returns
- Computing tax
- Managing Balance sheet and Profit and Loss Statements
- Creating and recording ledger entries
- Recording Journal Entries

ACADEMIC CREDENTIALS

🎓 **Master of Business Administration**-HR & Finance
Chinmaya Institute of Technology-Kannur, Kerala

2016-2018

🎓 **Bachelor Of Commerce** -Cooperation
Chinmaya Mission- Kannur, Kerala

2013-2016

PROJECTS & INTERNSHIP

Hedge Equities Ltd., Kochi, Kerala

Project Name: A study On Equity Research Of selected FMCG Companies in NSE

Description:

During my internship I have done a project conducting the equity analysis for stock market listed in FMCG Companies using ratio analysis, Intrinsic value, alpha and beta. With that I was able to understand some companies shares were found to be undervalued and other shares were found to be stable. Reasons as well as suggestions that can be undertaken was given in my internship report.

CERTIFICATIONS

- Financial market|*Cousera*-Yale University September 2020
- Introduction to SAP|*Online* Course-My great learning app|July 2023

PERSONAL DETAILS

Residing:	128,Confident Lilian, T C Palya, KR Puram,Bangalore, Karnataka
Permanent Address:	Alinkizhil House, PO Azhikode South,Aramkottam Kannur,Kerala-670009
Date of Birth:	22-01-1995
Gender:	Female
Nationality:	Indian

DECLARATION

I hereby declare that the information furnished above is true and accurate to the best of my knowledge and belief.

A. SHILPA