



Ph.: 8848376362

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ROHINI, MRA-B-21
Mukkola, Nettayam
Trivandrum 13

Date of birth: 19.12.1994








Nationality: Indian

Passport No: P1593981

Technical Qualification:

-  Tally
-  DTP
-  Microsoft
word,Excel,
PowerPoint
-  Graps Hospital
management software

Key Skills

-  Organizing
-  Time Management
-  Leadership
-  Able to achieve
immediate and long
term goals.
-  Understand others need.
-  Easily get involve with
the new people
-  Good explanation skill.

CURRICULUM VITAE AKHIL.G

EDUCATION

	Doing M.com (Kerala University)
2012-15	Kerala University Bachelors in Commerce in cooperation Grade – B (75%) Vigyaan College of Applied Sciences
2010-12	Board of Higher Secondary Commerce with Political Science. (75%) R.K.D N.S.S H.S.S Sasthamangalam. Matriculation (2010) Govt.H.S Kachani (75%)

PROFESSIONAL EXPERIENCE

2018-Till Date	ACCOUNTANT CUM ADMINISTRATIVE OFFICER PULSE MEDICARE HOSPITAL 0471-2534051
Reference	Available upon request
2016-2018	ASST. FINANCE MANAGER ACCOUNTANT MGM Group 0471-2507557
Reference	Available upon request
2015-2016	ACCOUNTS ASSISTANT Presto Kitchens (kuravankonam) 0471-2312191
Reference	Available upon request

PERSONAL STRENGTHS

- ☐ Calm and enduring
- ☐ Optimistic and patient
- ☐ Flexible and resourceful
- ☐ Enthusiastic to learn and hard working
- ☐ Loyal and punctual
- ☐ Good communication skill

AWARDS AND ACHIEVEMENTS

- ☐ Participated National level seminar conducted by department of management studies in CONSPI Academy of Management Studies.
- ☐ Best Employee of the month in PULSE MEDICARE HOSPITAL

PROJECT

- ☐ I done a project during the time of my graduation at HANTEX Thiruvananthapuram. It was a nice experience for me and the topic is A STUDY ON EVALUATION OF JOB SATISFACTION in HANTEX

Few Months

ACCOUNTANT TRAINEE

Reliable Real Estate & Land Developers,
Trivandrum.

LANGUAGE PROFICIENCY

LANGUAGE	SPEAK	READ	WRITE
English	Y	Y	Y
Malayalam	Y	Y	Y
Hindi	N	Y	Y
Tamil	Y	N	N

REFERENCE

LEKHA T.N – HOD of Vigyaan College of Applied Sciences
Kattakada (Management).
Contact No: 9744962881

Dr.AKHIL RAJ - Managing Partner
PULSE MEDICARE HOSPITAL
Mannathala, Thiruvananthapuram

DECLARATION

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

Akhil G

Place: Trivandrum

Date:



PULSE
CARING FOR LIFE

PULSE MEDICARE HOSPITAL

Mannanthala, Thiruvananthapuram - 15

0471-2534050, 0471-2534051
pulsemedicarehr@gmail.com
www.pulsemedicarehospital.com

31 August 2019

TO WHOM IT MAY CONCERN

EXPERIENCE CERTIFICATE

This is to certify that **AKHIL G** residing at Rohini, Mukkola, and Nettayam P.O Trivandrum is working as **SENIOR ACCOUNTANT CUM ADMINISTRATIVE OFFICER** in our institution Kallara centre from 10.10.2018 to 14.07.2019 & Mannanthala Centre from 15.07.2019 onwards and is still continuing.

During this period, we have found in him to be duty bound, competently, and confident and a highly committed team player. He ably handled responsibilities in connection with all works related to accounts and administration. He is hard working and efficient. During the period his conduct and behavior is satisfactory.

Pulse Medicare Hospital is a 50 bedded Multi Specialty hospital with most modern facilities and has departments like, Advanced Orthopedics, & Surgery, ENT, General Medicine, Pediatrics, Obstetrics, Gynecology & Infertility etc. and Facilities like 24 Hrs Pharmacy, 24 Hrs Computerized Laboratory, 24 Hrs X Ray ,Ultrasound Scanning, Cashless Insurance etc.

We wish him all success in his future endeavors.

(As a part of business expansion we have shifted our hospital from **KALLARA** to a more urban & busy place called **MANNANTHALA**)

Dr. Akhil Raj

Managing Partner



CERTIFICATE OF EXPERIENCE

This is to certify that Mr. **Akhil G** Son of Gopakumar, residing at Rohini, Mukkola, Nettayam, Thiruvananthapuram Kerala, India has worked as "**Asst.finance manager**" in our firm **MGM INFRASTRUCTURE**, MGM Group Building, TC76/1619-2, Chackai N-H by pass Road, Near Mudumbil Sasta Temple, Chackai, Anayara, Thiruvananthapuram-695029 from **11th July 2016 to 30th September 2018**.

During his tenure with our organization, he has involved in the accounts & taxation area. His performance was found to be appreciated by his hard work and regularity.

I also confirm his working skills and sincere participation in related events during his work, communication with staff and clients, also interest on work meets our complete satisfaction.



Mr. Mahesh.M. G

Principal Architect

For MGM INFRASTRUCTURE



29/08/2019

MGM Group building TC 76/1619-2, N.H by-pass Road,
Near Mudumbil Sasta Temple, Chackai, Anayara,
Thiruvananthapuram - 695 029
Tel: +91-471-250 7557, +91-956297 7557
www.mgm-group.in
info@mgm-group.in



PRESTO KITCHENS

EXPERIENCE CERTIFICATE

It is certified that **Shri AKHIL G S/o GOPAKUMAR, ROHINI, MRA B-21, MUKKOLA, NETTAYAM, THIRUVANANTHAPURAM - 695013** was working as **ACCOUNTS ASSISTANT** from 24.06.2015 to 08.06.2016 in this company.

During this period, he ably handled responsibilities in connection with all works related to Accounts. He is hard working and efficient.

During the period his conduct and behavior was satisfactory.

I wish him all success.



(R.RAVIKUMAR)
GEN MANAGER

28 OCT 2017

