

JOY MICHAEL

Tc 15/1589
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Life is justifiable on grounds when one gets opportunities to play and prove the mettle. I have had the perfect hurdles to clear and competitions I could fare well with. My family gave me the values in life I respect till date and they laid the foundations strong within my heart to battle any hard tides in life. I look forward to employ my workmanship to the best of ability to facilitate any process I am bound to provide in responsibilities I undertake.

Education

Graduation

B.COM with Taxation and Practices

Percentage	: 58%
Institution	: St. Xavier's College Thumba, T.V.M
Year of Passing	: 2009
Board	: University of Kerala

Under Graduation

Plus Two (Commerce with Computer Application)

Percentage	: 86%
Year of Passing	: 2006
Institution	: St. Joseph's Higher Secondary School, T.V.M
Board	: Board of Higher Secondary Education

S.S.L.C

Percentage	: 58%
Year of Passing	: 2004
Institution	: St. Joseph's Higher Secondary School, T.V.M
Board	: Board of Public Examination Kerala

Accounting Knowledge

- ADVANCED FINANCIAL ACCOUNTING WITH TALLY ERP AND GST
- CCA (Certificate in Computerized Accounting)
- PEACH TREE
- NET SUITE
- MASTER QUICK BOOKS 2019
- FINANCIAL ACCOUNTING IN EXCEL
- FINANCIAL MANAGEMENT
- THE COMPLETE FINANCIAL ANALYST COURSE 2019

Other Certified Course

- THE COMPLETE MIND MAPPING MASTERY COURSE 2019
- COUNSELLING PRACTITIONER COURSE

Work Experience

ACCOUNTANT : 7 + YEAR
ADMINISTRATOR : 3 MONTH
TALLY FACULTY : 5 MONTH

- Accountant in **Kuwait Building Material Manufacturing Co.Ltd** ,Kuwait (2019-2020)
- Accountant in **Atlas Kitchen**, T.V.M, India(4 years) (2014-2019)
- Accountant in **Mexico Group**, T.V.M, India (1 Year) – (2013-2014)
- Accountant in **Accounting Academy**, T.V.M, India(1 Year) – (2011-2012)
- Administrator/Accountant in **Computer Society of India**, T.V.M, India (3 month) – (2010)
- TALLY Faculty in **St.Xaviers's Computer Centre**, T.V.M, India (5 Month) – (2009 -2010)

Participation

- Sales Mastery workshop 2017
- Digital marketing - 2 day workshop 2017
- Financial Meet up 2019

Personal Skills

- Motivational skills
- Willing to work hard
- Ability to learn quickly
- Optimistic
- Goal-oriented
- Ambitious to achieve high position and organization skills
- Comprehensive problem solving abilities

Interests and Activities

- Reading
- Listening music
- Watching Movies

Languages Known

English: (Read, Write, and Speak)

Malayalam: (Read, Write, and Speak)

Tamil: (Speak),

Personal Details

DOB: 9th January 1986

Age: 34

Nationality: Indian

Religion: Christian

Marital Status: Single

Declaration

The information furnished in the resume provided above is true to the best of my ability to comprehend. I stand tall on word by word detail.

JOY MICHAEL