



**REMYA S**

**KERALA, INDIAN**

**EMAIL:-**

**remyas1987@gmail.com**

**Mobile:-9961053828**

### **CAREER OBJECTIVE**

To build career in growing organization, where I can get the opportunities to prove my abilities by accepting challenges, fulfilling the organizational goal and climb the career ladder through continuous learning and commitment.

### **ACADEMIC PROFILE:**

- SSLC from Govt.VHSS Vattiyoorkavu
- Plus Two from Govt.HSS Pettah
- Bcom(co-operation) from Kerala University
- Mcom(Finance) from Kerala University

### **TECHNICAL SKILLS:**

- PGDCA
- MS office
- Diploma in computer Management
- Diploma in computer application
- DTP (Malayalam & English)
- Tally ERP
- Master in GST Accounting
- Peach tree
- Quick Books

### **EXPERIENCE**

- One year experience of teaching ms office in CGI Computer institute (2007-2008)
- Two year experience as a customer service executive in AN Associates(2009-2011)
- Two year experience as an accountant in JB Associates (Tax Consultancy 2012-2014)
- Two year experience as a clerk in kosamattam Finance (2014-2016)
- Presently working as an accountant in Oxyfoss (2019-2020)

### ADDITIONAL SKILLS

- Well versed in Ms Office - 8 Years Experience
- TALLY - 3 Years Experience
- Good knowledge in GST accounting
- Knowledge in Photoshop

### LANGUAGES KNOWN

- **Malayalam** : Mother Tongue: Fluent in Speak, Read and Write
- **English** : Fluent in Read and Write, Intermediate: Can Speak
- **Hindi** : Fluent in Read and write, Intermediate: can Speak

### PERSONAL PROFILE

- Married, Indian , Female (DOB:08/02/1987)

### COMMUNICATION ADDRESS

**Temporary**

House No. 714  
Prasanth Nagar  
Ulloor, TVM  
Pin:695 011

**Permanent**

S N Nivas  
Allsaints Beach P o  
Trivandrum  
Pin: 695007

### Declaration

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

Place: Trivandrum

Date

**REMYA**

