

SREEJITH SREEDHARAN

Mele Edathara Veedu,
Ayilam PO, Attingal
Trivandrum, Kerala, India - 695103

Seeking a full time position as an accountant in an organization where my experience and knowledge will be further developed and utilized.

(+91) 9895114326
sreejithmeleedathara@gmail.com

EXPERIENCE

LALJI AND CO. CHARTERED ACCOUNTANTS

TRIVANDRUM, KERALA, INDIA

Audit Assistant

FEB. 2015 – FEB. 2018

ASIAN ACCOUNTING COMPANY

TRIVANDRUM, KERALA, INDIA

Audit Co-ordinator

FEB. 2018 – PRESENT

EDUCATION

CHARTERED ACCOUNTANT IPCC

INSTITUTE OF CHARTERED ACCOUNTANTS OF INDIA
KERALA, INDIA

PRESENT (1st Group Cleared)

MASTER OF COMMERCE

ANNAMALAI UNIVERSITY – 65.9%
TAMIL NADU, INDIA

MAY. 2015 – JUNE. 2017

BACHELOR OF COMMERCE

KERALA UNIVERSITY – 87.25%
KERALA, INDIA

JUL. 2011 – MAY. 2014

HIGHER SECONDARY EDUCATION IN COMMERCE

KERALA STATE BOARD – 89.58%
KERALA, INDIA

JUL. 2009 – MAR. 2011

HIGH SCHOOL EDUCATION

KERALA STATE BOARD – 84%
KERALA, INDIA

JUN. 1999 – MAR. 2009

SKILLS

- ACCOUNTING
- MS OFFICE
- ADMINISTRATION
- GST FILING
- TAXATION
- AUDIT OF BANKING COMPANIES
- GENERAL OFFICE DUTIES
- E-TDS FILING
- TALLY
- DOCUMENTATION
- AUDIT OF PRIVATE COMPANIES
- ITR FILING

LANGUAGES

- **ENGLISH:** fluent (speaking, reading, writing)
- **HINDI:** intermediate (speaking, reading); basic (writing)
- **MALAYALAM:** native language

PERSONAL SUMMARY



Name : **SREEJITH SREEDHARAN**

Address : **MELE EDATHARA VEEDU,
AYILAM P O, ATTINGAL,
TRIVANDRUM, KERALA, INDIA – 695103**

DOB : **22 – JUNE – 1994**

Marital Status : **Single**

Father : **SREEDHARAN G**
Mother : **SUNITHA B**

Religion : **HINDU**
Nationality : **Indian**

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Email : **sreejithmeleedathara@gmail.com**

HOBBIES

- Reading
- Listening to music
- Watching movies
- Travelling

REFERENCES

LALJI VIJAYAN, FCA
CHARTERED ACCOUNTANT
LALJI AND CO. CHARTERED ACCOUNTANTS
TRIVANDRUM, KERALA, INDIA
Email: **laljivijayan@gmail.com**
Contact: **(+91) 98471 38277**

MORE REFERENCES WILL BE PROVIDED ON REQUEST