

## **AKSHAY U**

### **Senior Accountant**

Akshayu2015@gmail.com | +91 9847 704 338

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#### **CAREER ABSTRACT**

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**To employ my knowledge and experience with the intention of securing a professional career with opportunity for challenges and career advancement, while gaining knowledge of new skills and expertise.**

#### **WORK EXPERIENCE**

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##### **Senior Accountant**

(1year 2 Months) (Present)

**Exim Ceramix** (Branch of ABC Mercantile Group India Pvt Ltd)

Edapally, Eranakulam, Kerala, India

##### **Accounts Assistant**

(1 Year)

**ABC Mercantile Group India Pvt Ltd**

Taliparmba, Kannur, Kerala, India

##### **Accounts Trainee**

(6 Months)

**NICT**

Taliparmba, Kannur, Kerala, India

#### **SKILL COMPETENCY**

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- ◆ Preparation of TDS Report
- ◆ Preparation of Final Statement
- ◆ Preparation of GST Report
- ◆ Booking of all expenses and receipts in Tally.
- ◆ Maintaining Record of Stock.
- ◆ Billing and Documentation.
- ◆ Payment Collection.
- ◆ Daily Bank Reconciliation
- ◆ Tally ERP 9

#### **TECHNICAL QUALIFICATIONS**

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- ◆ SAP Business One
- ◆ Tally ERP 9 And Other Customized Accounting Software

- ◆ MS Office ( word, excel, power point)

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#### ACHIEVEMENT

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- ◆ Promotion as Senior Accountant after 10 month
- ◆ Excellent Employee Award

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#### EDUCATIONAL QUALIFICATIONS

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- ◆ M Com – Master of Commerce from IGNOU (59%)
- ◆ B Com with Income Tax – Degree in Bachelor of Commerce from IGNOU University ( 60%)
- ◆ Plus Two – Higher Secondary Examination from Board of HSE. Kerala (70%)
- ◆ SSLC – Secondary School Leaving Certificate from Board of Public Examination, Kerala ( 75%)

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#### PERSONAL INFORMATION

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Name	:	Akshay U
Date of Birth	:	15 <sup>th</sup> October 1995
Sex	:	Male
Age	:	24
Nationality	:	Indian
Languages spoken	:	English, Hindi, Malayalam
Marital Status	:	Single
Religion /Caste	:	Hindu
Address	:	Madavi Nilayam, Kuttikkunnu paramba

Keezhattoor  
Taliparamba PO  
Kannur Kerala India  
PIN-670141

**DECLARATION**

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I hereby declare that the above-mentioned information is correct up to my knowledge and I bear the responsibility for the correctness of above-mentioned particulars.

**Yours sincerely,**