

MEENU .K. SUNNY

Address & Personal Details:

Kulangara House
Chingavanam P O
Kottayam
Pin: 686531
Meenuksunny7573@gmail.com
Contact no.: +91 9544541692
Father's Name: Sunny K Markose
DOB: 25/08/1996
Marital Status: Single
Languages Known: English,
Malayalam, Tamil, and Hindi

Awards:

Awarded for drama competition
in high school competition.

Interests:

- Song Hearing
- Reading
- Coocking

Work Experience:

Worked at Kallukalam & Co
as article assistant for 3 years and 9
months training experience.

Reference:

CA Tony C Kallukalam
Kallukalam & Co
Ph No: 0481 2426881

Professional Snapshot

Demonstrated abilities in completing assignments within time budgets and calendar schedules while handling multiple tasks. Gained comprehensive knowledge of Advanced Accounts, Banking Operations, Company Law Matters and Income Tax. Strong analytical & organizational abilities with adeptness in formulating & preparing Scope of Accounts and Audit with recommendation & suggestion for improvement in internal control system. An effective interpersonal communication skill with excellent relationship building.

Education:

Qualification	Year Of Passing	Institution/Board /University	Percentage
Bachelor Of E-Commerce (B.com)	Graduating in the year 2017	Mahatma Gandhi University, Kottayam, Kerala.	75% (Avg. Of 6 semesters)
Class XII	2014	Baker Memorial Girls Higher Secondary School, Kottayam	85%
Class X	2012	St. Teresas High School (State Medium, Kerala)	88%

Skills:

- Always oriented with "can-do spirit"
- Comprehensive problem solving ability.
- Able to work independently.
- Management: Managed a team of resource at pre-university level for Accounting and also at extra circular activities.
- Technical Skills: Microsoft Office –Word, PowerPoint, Excel, Tally ERP 9.

Certifications:

- Certification for doing Articleship in Kallukalam & Co (Reputed CA Firm) during the year 2017 to 2020.