## 

## SALINI B C:\Documents and Settings\stock\Desktop\DSC_0750 copy.jpg

**OBJECTIVES**

I am interest in a career that I would find intellectually stimulating and one providing me with avenues for future growth and having an emphasis aid on commitment to excellence, innovation and teamwork that would offer me a dynamic role to grow and develop myself as a professional.

**PERSONAL PROFILE**

Communication Address : T.C 97/622(1).KRISHNA NILAYAM

KIZHAKKUMKARA,

NEAR KUNNINMEL BHAGAVATHI TEMPLE.

MANVILA,KULATHOOR.P.O

TRIVANDRUM

E-mail : salinimohan84@gmail.com

Age : 34 yrs

Date of Birth : 30th March 1984

Gender : Female

Husband’s Name : Mr. Aneesh M

Marital Status : Married

Nationality : Indian

Religion : Hindu, Nair

Phone Number : Mobile:7012609064

Passport No : R5973642

Aadhaar No : 819724772671

**ACADEMIC PROFILE**

* Passed S S L C with First Class from Govt G.H.S.S Cotton Hill Trivandrum in 1999
* Passed B-Com Degree in Accounting main from University of Kerala in 2004
* Passed M.Com University of Kerala in 2006

### TECHNICAL QUALIFICATIONS

* Passed the Computer course **“Tally”**

**PROFESSIONAL EXPERIENCES**

* **Two-year** experience as **“Accountant” in Oberon Trading Corporation(2006-2008).**
* **Five-year** experience as **‘Accountant’** in **M/s Deedi Motors Pvt. Ltd.** dealers of M/s General Motors India (P) Ltd, dealing with Chevrolet vehicle’s sales & service (2008 -2013).
* **Three-year** experience as **‘Accounts Officer’** in **Perfect Honda Pvt. Ltd** dealers of Honda Cars India. (2014-2017).
* **One year experience as Accountant cum Cashier in PRS HOSPITAL Karamana.**
* **Currently working as Senior Accounts Officer & Vehicle Registration In Charge in Concept Vehicles & Services Ltd.**
* *Area of work*

1. Bank and Inter Branch accounts reconciliation.
2. Purchase and retail billing of vehicles
3. Weekly monitoring of Debtors and Creditors
4. Regularization of daily vouchers with cash book
5. Salary preparation.
6. Preparation of P&L..
7. Maintaining and monitoring vendors payments.
8. Assisting auditors in finalization works.

I hereby declare that the above-furnished information’s are true and correct to my best knowledge and belief.

Thiruvananthapuram, Thanking you

15.05.2020 ( Salini.B)