**AYYAPPAN.R.KRISHNAN**

# 

### Permanent Address

1. Hari Easwar Tc 40/1551,
2. Near Sastha Temple,
3. Manacaud,Manacaud Po
4. Thiruvananthapuram
5. Pin code :695009

Email:ayyappanramakrishnan8@gmail.com

Mobile no: 09567306290

Landline: 0471-2570022

### OBJECTIVE

Seeking a position to utilize my skills and abilities at an organization where I will be a valuable team member contributing quality ideas and where there is a great scope for individual as well as organizational growth.

### ACADEMIC QUALIFICATION

|  |  |  |  |
| --- | --- | --- | --- |
| **Course** | Institution | Board/University | Year of completion |
| **SSLC** | VidhiyadhirajaVidhyaMandhir,  Vellayambalam,  Thiruvananthapuram | Kerala State Board | 2002 |
| **PLUS TWO** | Govt. SMV Higher Secondary School, Thampanoor,  Thiruvananthapuram | Higher Secondary Board of Education. | 2004 |
| **B. Com.** | Bethony Institute,  Nalanchira,  Thiruvananthapuram | University Of Kerala | 2008 |
| **M com**  **(IDE)** | Mar Ivanious College  NalanchiraBethony Hills,  Thiruvanthapuram | University Of Kerala | 2015 |

### COMPUTER KNOWLEDGE

* Tally ERP 9
* Ms Office Packages
* Animation Course in Keltron Animation Campus in Spencer Junction Trivandrum.
* WinmanTds

### WORKING EXPERIENCE

* Accountant at Bharathy Minerals Private Ltd from 26.05.2019 to onwards
* Accountant at SC PILLAI CA FIRM from 10-09-2015 to 26-05-2019
* Accountant at Amity Institute for Herbal and Biotech Products Development 24-04-2015 to

1-09-2015.

* Accounts Trainee at Samsons and Sons Builders & Developers (P) Ltd. 19-09-13 to 05-06-14.
* Corporate Executive at GemtechSolutionsPvt Ltd.1-02-2012 to 15-02-2013.
* Accounts Trainee at Rain Concert Technologies Pvt Ltd 1-09-2010 to 30-01-2012.

### ROLE & RESPONSIBILITY

**My role at Bharathy Minerals Private Ltd.**

* (Finalization/Reconciliation)
  + - Verification of all branch ledgers,Inter Reconciliations.
    - Expertise in Book keeping (Prepared Necessary Journal entries-Trial Balance).
* Managing and preparing Priority list of expense for all branches on daily basis.
* Handling Petty cash
* Coordinate with various departments
* Preparing Tax Deducted at Source Statement and Payment and Filing and EPF Filing
* Preparing GST & GST filing.

**My role at SC PILLAI CAFIRM.**

* (Finalization/Reconciliation)
  + - Verification of all branch ledgers,Inter Reconciliations.
    - Expertise in Book keeping (Prepared Necessary Journal entries-Trial Balance).
* Managing and preparing Priority list of expense for all branches on daily basis.
* Handling Petty cash
* Coordinate with various departments
* Preparing Tax Deducted at Source,Service tax and Sales tax.
* Preparing GST & GST filing.

**My role at Amity Institute for Herbal and Biotech Products Development.**

* Handling day today entries
* Managing and verification of day today purchase
* Accounts Receivables and Accounts Payables.
* Bank account reconciliation and dealing with bank related to company transactions.
* Issuing the payment Voucher and chequeto the concerned parties.
* Receiving the purchase bills from the suppliers and their verification.
* Helping the Accounts Manager in company statutory filing like (TDS Deductions, Service tax ,sales tax and EPF filing).

**My role at SamSon and Sons Builders & Developers (P) LTD**

* Managing and verification of day today purchase
* Accounts Receivables and Accounts Payables.
* Bank account reconciliation and dealing with bank related to company transactions.
* Issuing the payment Voucher and cheque to the concerned parties.
* Receiving the purchase bills from the suppliers and their verification.
* Helping the Finance Manager in company statutory filing like (TDS Deductions,Service tax and sales tax).
* MaintainingWork Order to be entered in excel with the help of tally.

**My role at GEMTECH SOLUTIONS PVT LTD**

* To manage the Finance and Administration departments. My responsibility are as follows
* Maintain correct records of employees
* STPI filing, Professional tax deduction from employees and TDS deductions

**My Role at RAINCONCERT TECHNOLOGIES PVT LTD**

* Banking Activities such as maintaining Petty Cash,ChequeRegister, Maintain, Pending Bills and prepare invoice .
* Voucher maintaining and Data entry.
* Cash Book reconciliation and Bank Account
* Computer entries of Payment and receipts.

### PERSONAL PROFILE

Age & Date of Birth : 32.Yrs, 23rd, May 1987

Father’s Name : M.Rama Krishnan

Gender : Male

Marital Status : Married

Nationality : Indian

Contact Address : TC 40/1551,HariEaswar,

MSNRA 14,

Near SasthaTemple,

Manacaud ,ManacaudPo,

TVM 9,695009.

Contact No : 09567306290

Mother Tongue : TAMIL

Languages known : English, Malayalam, Hindi, Tamil.

Hobbies : Reading about Places and events of Historic importance.

### REFERENCE

Mr R.Veeraraghavan,

Retired Jt.Registrar,

University of Kerala,Trivandrum,

T c 25/66,Sree Ram,

Near GandhariAmmanKovilRoad,Statue,

Thiruvananthapuram695001,

Kerala, Mob: 9495591554.

I hereby declare that particulars given above are true to the best of my knowledge.

Place: Thiruvananthapuram **Ayyappan.R.Krishnan**