

**Mob: 9446534043**

**Email id: ashinadcruz95@gmail.com**

**ASHINA CATHERINE DCRUZ**

**Objective:**

Having completed my Graduation and pursuing my post-graduation, I wish to serve in a reputed establishment by delivering quality output through my best efforts and thereby to continually improve my skills and knowledge enabling me to contribute for the growth of both the organization and my career. And, to secure a position with stable and profitable organization, where I can be a member of a team and utilize my business experience to the fullest.

**Experience:**

Worked as accountant trainee cum KYC Compliance in Brainstream Advisors Pvt Ltd, Ernakulam from February 2018 to December 2019.

* IT registration and filing
* GST registration and filing
* Tally
* Accounts Receivable & Accounts Payable
* Vouching & Verification
* Auditing

**Educational Qualification**:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Qualification** | **Board / Institution** | **Principal Subjects** | **% of marks** | **Year of Passing** |
| BCOM | Madras University | Taxation | Third Class | 2014-2018 |
| CA-CPT | Lakshya CA Campus |  | 106/200 | 2013 Dec |
| Class XII | Jyothis Central School | Commerce | 78% | 2013 |
| Class X | SreeGokulam Public School | --- | 96% | 2011 |

**Strengths:**

* Good Communication Skills.
* Easily Adaptable to changes.
* Have perfection in the work and responsibility.
* Process Leadership Qualities.

**Training & Achievements:**

* Attended **Orientation programme** conducted by ICAI on February 2015.
* Attended **Information Technology Training** conducted by ICAI on January 2015.
* Represented my school in state level **CBSE Sahodaya fest.**

**Linguistic Ability:**

* To Speak: English, Hindi, Malayalam
* To Write: English, Hindi, Malayalam

**Personal Details:**

* Date of Birth : 03/05/1995
* Father’s Name : Carlill Dcruz
* Mother’s Name : Susan Carlill
* Permanent Address : SM Cottage

Pandakasala Chirayinkil

Trivandrum-695304

* Sex : Female
* Marital Status : Single
* Nationality : Indian
* Religion : Christian

**DECLARATION:**

I hereby declare that the above details of mine are true and correct to the best of my knowledge belief. If selected, promise to strive by level best for the organizations well-being. I am looking forward to being part of your company.

Place: Chirayinkil Ashina Catherine Dcruz