**CURRICULUM VITAE**

**ANJU. S R**

Address :

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Trivandrum -695027

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E-mail id    : **[anjusr97@gmail.com](mailto:athirakrishnavava@gmail.com)**

**OBJECTIVES**

**Highly motivated and organized accounting assistant looking for a fast-paced entry-level position where I can contribute my experience with financial analysis and developing efficient systems.**

**CORE COMPETENCIES**

-Effective communication skills..

-Polite & Humble.

-Optimist.

-Confident.

-Punctuality

**IT SKILLS**

* Tally ( Computerized Financial Accounting )
* System operations
* MS Excel
* M S word

**LANGUAGE KNOWN**

English, Malayalam ,Tamil.

**EDUCATIONAL QUALIFICATIONS**

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| --- | --- | --- | --- | --- |
| **QUALIFICATION** | **YEAR**  **OF PASSING** | **BOARD/**  **UNIVERSITY** | **INSTITUTION** | **PERCENTAGE** |
| M.Com  Finance  (Doing) | 2018  Batch | Kerala University | School of Distance education Karyavattom campus | \_\_\_\_\_\_\_\_\_ |
| B.Com  Taxation Law and accounts | 2018 | Kerala University | Tandem college  Trivandrum | 3rd Class |
| Plus Two | 2015 | Board of Higher Secondary Examination of ,Kerala | Karthika Thirunal Govt, V&HSS Manacaud  Trivandrum | 83% |
| SSLC | 2013 | Board Of Public Examination of Kerala | KarthikaThirunalGovt,  V&HSS Manacaud  Trivandrum | 84% |

**WORK EXPERIENCE**

**MAHESH TAYYOOR AND ASSOCIATES**

* Accountants & Tax practitioners , Trivandrum
* Employ ID - MTA/T/112,
* Accounts Trainee
* Deals with different Company Accounts and Income Tax filing and also deals with Front office works
* 6 months training

**LAKSHYA PSC COACHING CENTER**

* Psc coaching center in Trivandrum
* Accountant
* Deals with Internal Accounting works ( Tally )
* Internal Auditing ( Branch auditing )
* Stock Auditing ( Publications )
* 2 year experience

**EXTRA CURRICULAR ACTIVITIES**

* NCC Cadet at School level.
* A+ grade for talent search examination G-Tech computer education

**PERSONAL PROFILE**

Date of birth          :May 16 1997.

Gender          :Female

Religion           : Hindu

Caste : Ezhava

Father's name      : SindhuRajan V

Mothers name        : Renjini S

Nationality       :  Indian

Marital status         :  Married