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**RESUME**

**AKHIL S**

**+919539311400, 8547312792**

[**akhilsr07@gmail.com**](mailto:akhilsr07@gmail.com)

**CAREER OBJECTIVE**

To succeed in an environment of growth and excellence and earn a job which provides me job satisfaction and self-development and help me achieve personal as well as organization goals.

**WORK EXPERIENCE**

* **CARNIVAL FILMS Pvt Ltd. Carnival Cinemas 2nd Floor, Mall of Travancore, Chakkai, Trivandrum, Kerala, India. From 19-3-2018 to till date.**

**Position: - Senior Executive Accounts and Finance.**

* Responsible for maintaining accounting ledgers in Navision software.
* Preparation and closing of daily cash collection of the property on daily basis.
* Preparation of Billing and dealing manual cash transactions.
* Management of Petty cash transactions and vouching process.
* Responsible for preparing daily reports, P&L and other financial statements to higher authorities.
* Calculation and preparation of GST and other tax calculations.
* Responsible for Overall team leading and signing authority.
* **KTDFC (Kerala Transport Development Financial Corporation NBFC) Trivandrum, Kerala, India. (From 21-03-2015 to 17-3-2018)**

**Position: - Accounts And Finance**

* Making all TDS payments and Eligibility in TDS and TCS quarterly (26Q,24Q, 27EQ) returns.
* Rectifying and correcting TDS defaults, through online as well as through Winman software such as challan correction, correction of deductee details and all other relevant corrections.
* Awareness about GST Registration, Filing and Procedures.
* Make Service tax online payment & half yearly return filing (ST3).
* Preparation of VAT calculations & Filing returns.
* Preparation of SFT (Statement of Financial Transactions).
* Preparation and filling of RBI quarterly, half yearly and yearly returns.
* Responsible for maintaining accounting ledgers, P/L, Balance sheet and Bank reconciliation in Tally software.
* Accounts Payables and Accounts Receivables entries.
* Awareness and experienced in ITR (Income Tax) filing in online.
* **AMMA TILES Showroom Trivandrum (July 2014 to March 2015)**

**Position: - Accountant**

* Experience in the Preparation of Billing and dealing manual cash transactions.
* Preparation in raising invoice.
* Manual preparation of Ledgers and Financial statements.
* Responsible for administration duties.
* **FPAI SURAKSHA (Govt. of Kerala) Trivandrum (March 2014 to June 2014)**

**Position: - Accountant Cum M&E officer**

* Responsible for maintaining Book Keeping.
* Maintaining and recording manual cash book a/c.
* Preparation of ledger books like stock ledger etc.
* Responsible for Administration duties like ESI payment & filing, Payroll management.
* Data Entry and reporting.
* **DJM Big Screen Advertising, Trivandrum, Kerala, India, (August 2012 to September 2013)**

**Position: - Accountant.**

* Responsible for maintaining day to day accounting works like vouchering and bill preparations.
* Maintaining and recording accounting ledgers and books.
* Receipts and payment follow-up and clearing.
* Taxation and return filing VAT, TDS, Income Tax etc.
* Preparation ledgers, P&L a/c and Balance sheet

**STRENGTH:**

* Positive attitude, Sincere, Composed, Approachable and Adaptable, Strong Analytical and Problem Solving Skill, Good leadership quality and Strong inclination to learn new areas.

**ACADEMIC QUALIFICATION**

**Year Exam/Subject passed Board/Institute/University**

2016 M. Com (Finance) Annamalai University, India

2012 B. Com (Taxation) Kerala University, India

2009 H.S.C (Commerce) Kerala Board, India

2007 S.S.L.C Kerala Board, India

**PROFESSIONAL QUALIFICATION: CMA**

* Pursuing CMA (INTERMEDIATE) from Institute of Cost and Management Accountants of India (CMA).

**ADDITIONAL QUALIFICATION**

* Participated in Information Technology Training organized by the Institute of Cost Accountants of India. (ICMAI)
* Diploma In Computer Application (DCA).
* Experienced in WINMAN TDS Software
* Accounting Package known: Tally ERP 9.0, NAVISION Accounting Software.
* Expert in MS excel, MS word.
* Internet related computer management.

**PERSONAL DETAILS**

DATE OF BIRTH : 19-05-1992

RELIGION&CASTE : Hindu, Nair.

MARITAL STATUS : Single.

GENDER : Male

LANGUAGES KNOWN : Malayalam, English & Hindi

HOBBIES : Listening Music & Playing Cricket.

PERMANENT ADDRESS : “SREEHARI”, MRA-A-65/2, Maruthankuzhy, Kanjirampara - P O Thiruvananthapuram, Kerala, India. Pin: - 695030

NATIONALITY : Indian

I hereby declare that all the above mentioned details are best to my knowledge and belief.

Thanking You,

Date:

Place: Trivandrum **AKHIL S**

***References available upon request***