



MARIA CHACKO

Ambitious to work in an esteemed organization where I can develop myself both personally and professionally and rendering the best of my efforts with utmost sincerity.

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📍 Ajman, UAE

WORK EXPERIENCE

CREDIT CONTROLLER

POSEIDON SHIPPING AGENCY PVT LTD/
OMEGA SHIPPING AGENCIES PVT LTD

Kochi, Kerala, India

08/2016 – 03/2018

DUTIES & RESPONSIBILITIES:

- Researched and resolved accounts payable discrepancies.
- Monitored payments due from clients and promptly contacted clients with past due payments.
- Posted receipts to appropriate general ledger accounts.
- Ability to identify and highlight credit notes and write-off concerns.
- Created daily and weekly cash reports for accounting management.
- Investigated customer queries and ensured Issues and Queries were dealt.

EDUCATION

BTECH –Computer Science Engineering

Viswajyothi college of engineering and technology,
Vazhakulam, Kerala, India.

MG University

2012 – 2016

HARD AND SOFT SKILLS

MS Office

Team liaison

Adaptability

Leadership

Quick Learning

communication

Analytical

Problem solving

Handles Excel and outlook

ACADEMIC PROJECTS

- Trust based friend recommendation scheme on social network.
- Protect secret images through image fusion.

ACHIEVEMENTS & PARTICIPATIONS

- Achievements in Cultural Events (College & School level)
- Students Coordinator for College Fests
- Seminar and Exhibition Participations

LANGUAGES

English	●	●	●	●	●
Malayalam	●	●	●	●	●
Hindi	●	●	●	○	○

PERSONAL DETAILS

Date of Birth - 30/12/1993

Passport No - M6239143

Visa Status - Visiting