



Kugappiriyan Balasundaram

Curriculum vitae

PERSONAL DETAILS

Date of Birth	: 20 th January 1992
National Identity Card No	: 920200540 V
Nationality	: Sri Lankan
Gender	: Male
Civil Status	: Single
Residential Address	: No 15/3, Good Shed Road Vavuniya
Contacts	: T.P: +94778623722
Email	: kuganvithu27@hotmail.com

SUMMARY

I am an ambitious, enthusiastic and talented individual with keen interest in accounting. Competent in the usage of Microsoft office. I am willing to undertake further training and development in my accounting career. I can review and filling of Financial reports, bank statements, invoices and journals on Quick book. and have knowledge to do IXBRL Work and Account online Filling, and also can manage payroll Software, Looking forward to work in a suitable environment.

EDUCATION

School attended – V/Vavuniya Tamil Madhya Maha Vidyalayam

General Certificate of Education G.C.E (O/L) - 2007

Mathematics	- A
English	- A
Business & Accounts	- C
Science	- C
Tamil	- A

Religion	- A
Music	- A
Tamil Literature	- A
Health Science	- C
Social Study & History	- C

General Certificate of Education G.C.E (A/L) - 2010 (C. Maths)

Chemistry	- S
English	- C

Following Association of Accounting Technicians (AAT)

Following ACCA -Association of Chartered Certified Accountants- UK

-sitting for Knowledge level and following skill level

Finished QuickBooks .

Experience

Presently work at G.S.M Associate BPO services from 3rd of July 2014

SKILLS

Other Qualifications	: Having Quick book knowledge and Experience Having knowledge in Computer Skill, M.S Office Following higher level English Course.
Extracurricular activities	: Took part in School Sports activities and Games Member of the library union Reached Teachers Grade standard in Violin, Vocal Carnatic Music
Knowledge of personal	: Team player Listening skills Self motivated Multi-tasking

REFERENCES

(1) Mr.R.krishnakumar
Managing Director
Navaloka Computers
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Colombo-06

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(2) Dr.T. Kumanan
Consultant and Senior Lecturer in Medicine
Head Department of Medicine
Teaching Hospital
Jaffna

Phone: +94777324924

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

B.Kugappiriyan

Date: 05/11/2015