

## CV

### S.KRISHNAMOORTHY

No 2F,Sri sai ayshwaryam apartments,  
Annamalai street, Chrompet,  
Chennai-600044.

Mobile : **9787694488**,

E-Mail ID : [krishcmsmba@gmail.com](mailto:krishcmsmba@gmail.com)

### OBJECTIVE

Seeking a challenging position to explore my skills and ability for achieving greater heights in finance Industry and to grow with the company. Willing to work as a key player in challenging and creative environment

### PROFESSIONAL QUALIFICATION

QUALIFICATIONS	AREA	YEAR OF PASSING	NAME OF THE INSTITUTION	BOARD/ UNIVERSITY	% OF MARKS
MBA	Finance	2009	Vel R.S College of Management & Science	Madras University	71%
B.COM	Commerce	2007	Periyar Arts College	Thiruvalluvar University	59%
H.S.C	Commerce	2004	Gandhi memorial Hr.Sec.School.	State Board	71%
S.S.L.C	Common	2002	Govt .High.School	State Board	69%

### ADDITIONAL QUALIFICATION

- Pursuing **CS** course in **ICSI** at Executive level.
- Doing certificate course in **GST Practioner** (From October 2021 To March 2022).

### PERSONAL SKILLS

- Believe in 3D's of success: Determinant, Dedication and Discipline.
- Having a habit of involving and enjoying 100% whatever work is assigned.
- Ability to lead the team.
- Ability to learn new technologies.

### TECHNICAL SKILL

- **Operating Systems** : Windows 98. 2000. XP
- **Packages** : MS – Office, Tally 8.MS-Excel
- **Accounting Software** : Prophet 21-ERP Software

### AREA OF INTEREST

- Finance & Accounts
- Accounts Payable & Accounts Receivables
- Supply Chain management
- Order Processing

## WORKING EXPERIENCE

**INSTITUTION** : **ICICI BANK LTD**  
**DESIGNATION** : Junior officer  
**PERIOD** : One Experience.

**CORPORATE** : **ESP ENGINEERED COMPONENTS PVT LTD.**  
**DESIGNATION** : Senior Process Associate  
**PERIOD** : From June 2014 till now

## RESPONSEBILITY

- Verifying the Purchase Order with customer to process payment.
- Confirming the payment receive from the customer on daily basis.
- Managing monthly reports for Accounts receivable with Finance controller.
- Preparing Excel report for Global freight charges on daily.
- Preparing Accounts payable statement on monthly basis.
- Co-ordinating with the customer towards getting payment on daily.
- Processing Debit memo & Credit memo towards Excess payment and Shortage payment.
- Customer support for payment related queries.
- Preparing weekly report for shipment confirmation with verify Qty and Qty price.
- Sending Invoice copies to the customers for the Shipment.
- Supporting account team for TALLY entries (Sales, Purchase voucher, Expense).
- Supporting account team for filing GST returns on monthly basis.

## PERSONAL PROFILE

**Name** : **S.KRISHNAMOORTHY**  
**Father's Name** : L.Senthil  
**Gender** : Male  
**Date of Birth** : 11.06.1987  
**Nationality** : Indian  
**Religion** : Hindu  
**Marital Status** : Married  
**Languages Known** : English and Tamil

## DECLARATION

I hereby declare that the Particulars furnished above are true to the best of my knowledge.

Yours truly,

Place: Chrompet

Date: 19.02.2022



(S.KRISHNAMOORTHY)