



# MAKESH S

## CAREER OBJECTIVE

To build a career in a growing organization, where I can get the opportunities to prove my abilities by accepting challenges, fulfilling the organizational goal and climb the career ladder through continuous learning and commitment.

## PERSONAL AND CONTACT INFORMATION

**DOB:** 19-02-2000

**Nationality:** Indian

**Gender:** Male

**Mobile No:** +91- 9447314099

**Passport No:** W5368500

**Driving licence No:** 30/1681/2018

**Marital Status:** Single

**Email:** [makeshvaliyakulangara@gmail.com](mailto:makeshvaliyakulangara@gmail.com)

**LinkedIn:** [linkedin.com/in/Makeshvaliyakulangara](https://www.linkedin.com/in/Makeshvaliyakulangara)

**Address:** Puthenpurayil house,  
Valiyakulangara P O Mavelikara,  
Alappuzha, Kerala, 690104

## CORE COMPETANCY AND SKILLS

- Knowledge in MS Office (Word, Excel, Power point)
- Knowledge in Intuit Quickbooks accounting software
- Knowledge in Tally Prime-Gold accounting software
- Knowledge of basic accounting concepts
- Good written and verbal communication skills
- Team player and leadership skills
- Quick learner
- Time management

## LANGUAGES

- Malayalam
- English
- Tamil

## INTERESTS

- Music
- Sports

## WORK EXPERIENCE

### S.HARIKUMAR & CO, MAVELIKARA (10/2020-12/2020) INTERNSHIP TRAINING

Job role: GST Trainee

Task:

- Recording and Checking bills
- Preparation of financial statements

### JAYAKUMAR ASSOCIATES, THIRUVALLA (10/2022-PRESENT)

Job role: Accounts Assistant

Tasks:

- Preparation of financial statements
- Assist tax accountants in preparing tax returns
- Reconciling bank statements
- Execute data entry operations

## ACADEMIC QUALIFICATIONS

### MASTER OF COMMERCE

2022

College: Devasom Board Pampa College, Parumala  
University: Mahatma Gandhi University, Kottayam

### BACHELOR OF COMMERCE

2020

College: Devasom Board Pampa College, Parumala  
University: Mahatma Gandhi University, Kottayam

### CLASS XII

2017

School: Nair Samajam Higher Secondary School, Mannar  
Board: Board of Higher Secondary Examination, Kerala

### CLASS X

2014

School: Mahathma Higher Secondary School, Chennithala  
Board: Board of Public Examination, Kerala

## ACADEMIC PROJECTS

- A study on the role of small finance banks in the socio-economic development of rural people with special reference to thiruvalla thaluk.
- A study on the financial literacy in kadapra grama panchayath. 2019

## ADDITIONAL INFORMATION

- Participated Student Police Cadet (SPC) - (2012-2014)
- Involved National Service Scheme (NSS) - (2017-2020)
- Completed Goods and Services Tax Accountant course under Additional Skill Acquisition Programme (ASAP)- (2017-2020)