

ALAN ENIGO



SUMMARY

Resourceful Accounting professional with Number years of experience in audit preparation and reporting. Hardworking and passionate job seeker with strong organizational skills eager to secure entry-level Job Title position. Ready to help team achieve company goals.

WORK HISTORY

Accountant, 08/2022 - Current

SAKTHI GEAR PRODUCTS PVT LTD - COIMBATORE

- Handled day-to-day accounting processes to drive financial accuracy.
- Documented cash, credit, fixed assets, accrued expenses, and line of credit transactions.
- Gathered financial information, prepared documents, and closed books.
- Reconciled accounts and reviewed expense data, net worth, and assets.
- Maintained up-to-date knowledge on professional accounting standards to manage financial recordkeeping.
- Journal register, purchase register, sales register, payment register.
- Accounts payable and receivable.

EDUCATION

BACHELOR OF COMMERCE, COMMERCE, 09/2022

PPG COLLEGE OF ARTS AND SCIENCE - COIMBATORE

HSC, ACCOUNTS, 03/2019

GOV.HER.SEC.SCHOOL - TRICHY

SSLC, 03/2017

DON BOSCO HIGH SCHOOL - TRICHY

HOBBIES

I like to watch and play football and cricket

LANGUAGES

Tamil: First Language

English: A2

Elementary