

RESUME

Sasikala P

D/O Palanisamy P

1150,Hudco Colony, Gandhima nagar

Peelamedu,Coimbatore-641004

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CAREER OBJECTIVE

Driven junior accountant aiming to grow into a senior role, leading teams with a positive approach. Committed to enhancing company growth through strong financial expertise and collaboration.

PROFESSIONAL SUMMARY

Detail-oriented Accounts Executive with 4 years of experience in managing financial operations, including GST filing and reconciliation, preparation of monthly Profit & Loss statements, vendor and customer account management, and maintaining accurate financial records. Proficient in handling petty cash, processing payments, preparing invoices, and verifying employee reimbursements. Skilled in bank follow-ups, incentive reporting, and conducting monthly stock checks to ensure financial accuracy and compliance.

OVERALL EXPERIENCE

EXPERIENCE-4

Company Name : M/s Sparkle Airpower Solutions

Duration : 13.11.2024 To 30.03.2025

Department : Accounts

Position : Junior Accountant

EXPERIENCE-3

Company Name : M/s M8 IT Solution Private limited

Duration : 20.05.2023 To 30.04.2024

Department : Accounts

Position : Accounts Executive

EXPERIENCE-2

Company name : M/s Coimbatore Corporation tax Collection Unit

Duration : 12.12.2022 To 31.03.2023

Department : Tax Collection

Position : Data Entry Operator cum Cashier

EXPERIENCE-1

Company name : M/s Ganga Medical Centre & Hospital Pvt. Ltd.

Duration : 20.01.2020 TO 14.07.2022

Department : Accounts

Position : Accounts Assistant

ACADEMIC PROFILE

| Qualification | Institution | Year of Passing | Percentage |
|----------------------------------|------------------------------------|-----------------|------------|
| B. Com with Actuarial Management | PSGR Krishnammal college for women | 2016-19 | 64% |
| Matriculation HSC | APG High School | 2016 | 60% |
| S.S.L.C | T.S.A.Higher Secondary School | 2014 | 56.8% |

TECHNICAL SKILLS

- Tally ERP 9
- Tally Prime
- Microsoft Office
- Type Writing

STRENGTHS

I can handle myself in difficult situations, and motivate others with a positive attitude.

Punctual, Discipline

PERSONAL DETAILS

Name : Sasikala. P
Date of birth : 06.03.1999
Sex : Female
Fathers name : Palanisamy .P
Nationality : Indian
Languages known : Tamil, English

DECLARATION

Thereby declare that the above furnished particulars are true to the best of my knowledge and belief.

Place: Coimbatore

Signature

Date: