



VISHNU A J

PROFESSIONAL SUMMARY

Completed the Enrolled Agent course with strong communication and analytical skills. Basic understanding of US tax return preparation for C Corporations, S Corporations, Partnerships, Individuals, and Trusts, including extensions and estimates. Capable of resolving tax-related queries and adapting to changes in tax rates and laws. Proficient in MS Excel and knowledgeable in basic accounting and tax concepts. Holds a valid Preparer Tax Identification Number (PTIN). Enthusiastic about learning and seeking a full-time opportunity to build a career in tax advisory and compliance.

SKILLS

Time management
Teamwork
Analytical skills
Adaptability
Customer service
Problem solving skills

PROJECT

A study on consumer behavior during the pandemic covid-19 with special reference to Thiruvananthapuram district

CERTIFICATIONS

Enrolled Agent Course

Completed 180 hours of training in all three parts from ASAP Kerala in association with PrepQ

INTERESTS

Listening to Music
Traveling
Cooking



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Kalambattuvara veedu pallichal
Trivandrum Kerala 695020

PROFESSIONAL QUALIFICATION

Completed Enrolled Agent course
ASAP Kerala (Completed 180 hours of training)

EDUCATION

Bachelor of Commerce(Finance)

University of Kerala
2018-2021

LANGUAGE PROFICIENCY

English-(Proficient)
Malayalam-(Native)
Tamil- (Intermediate)

TECHNICAL SKILLS

MS Excel
Typing
Proficiency in using ChatGPT

WORK EXPERIENCE

Home Sales Officer, Jio Fiber
(Reliance Jio) 2021-2022

customer acquisition:

Reached out to potential customers and promoted Jio Fiber's broadband services.

Sales Preparation:

Presented and demonstrated Jio Fiber's services to potential clients.

Customer Support:

Answered questions, provided service information, and resolved issues.

Market Analysis:

Analyzed market trends and competitor offerings to position Jio Fiber effectively.

Documentation:

Managed orders, customer records, and coordinated with the installation team.

Follow-Up:

Maintained customer relationships and ensured satisfaction.