



# SHILPA AGNES C S

## ACCOUNTANT



### PROFILE

Driven individual with knack for financial analysis and problem-solving, ready to excel in accounting. Possesses strong analytical skills and knowledge in financial management acquired through academic training. Committed to leveraging talents to enhance financial processes and contribute to organisational success. Offering strong foundation in accounting principles and keen eye for numbers. Knowledgeable about financial data analysis, budgeting, and problem-solving. Ready to use and develop communication, teamwork, and organisational skills in Accountant role.



### WORK EXPERIENCE

#### Accountant

2025

ABN Al Nafis Palace Tailoring, Bahrain

- Ensured timely and accurate preparation of financial reports in compliance with Gulf accounting standards.
- Verified daily POS sales reports and ensured accurate entry into accounting systems.
- Assisted with annual audits and budget planning.

#### Accountant

2023 -2025

Asian Accounting Company

- Assisted in preparation of documents and ledgers for statutory and internal audits.
- Prepared and filed GST returns on behalf of clients.
- Prepared audit schedules including sales, purchase, GST returns, and expense summaries.

#### Banking Officer

2022 - 2023

HDFC Bank

- Worked closely with clients to provide excellent customer service and to promote various banking products
- Ensure compliance with bank policies and procedures.

#### Banking Officer

2022

Axis Bank

#### Officer Member Relations

ESAF SMALL FINANCE BANK

2018 - 2019



### CERTIFICATIONS

- Diploma in financial accounting
- Tally Essential comprehensive
- Customer Care Executive from Asap Kerala
- Aptis from British council

### CONTACT

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Salmania, Bahrain

### EDUCATION

MA Economics 2022 - 2024

Kerala University

BA Economics 2015 - 2018

All Saints College, Tvm,  
Kerala University

### SKILLS

- Tally prime
- MS Office
- Financial reporting
- Financial analysis
- Budgeting
- Accounts Payables
- Account Receivables
- Interpersonal skills

### LANGUAGES

- English
- Malayalam
- Tamil
- Hindi