

Durga. T

Accounts executive

Chennai, Tamil Nadu - Email me on Indeed: [indeed.com/r/Durga-T/e8b7ecddb55c07d3](https://www.indeed.com/r/Durga-T/e8b7ecddb55c07d3)

To seek a challenging in a progressive organization that gives challenges and opportunities to enhance my knowledge and dynamical work towards the growth of the organization and gain satisfaction.

STRENGTH

- ❖ Self motivated and self confident in achieving tasks
- ❖ Very much team oriented and catalyzing team building.
- ❖ Willingness to learn & Adaptability

WORK EXPERIENCE

Accounts executive

ZENITH FOOD SOLUTIONS PRIVATE LIMITED - Chennai, Tamil Nadu - April 2016 to Present

Vouching,brs,cash book,book keeping,day to day activities,payment advise,vat calculation,ms office, cheque works

Accounts Executive and Admin

Sivan enterprise,purasawalkam - Chennai, Tamil Nadu - September 2015 to April 2016

Auditor assistant

Prabhu Associates,Parsan complex,nungambakkam,gemini, chennai - Chennai, Tamil Nadu - September 2014 to August 2015

EDUCATION

CA-Ipcc in Chartered accountant

ICAI - Chennai, Tamil Nadu
July 2014 to June 2017

B.Com in Commerce

J.HA. AGARSEN COLLEGE - Chennai, Tamil Nadu
July 2011 to May 2014

Education

Higher Secondary School - Chennai, Tamil Nadu
June 1998 to May 2011

SKILLS

Ms office,tally,typing (3 years)

ADDITIONAL INFORMATION

TECHNICAL SKILLS

- ❖ MS Office - Word, Excel, Power point, Access, outlook
- ❖ Computer Knowledge & Typing
- ❖ Tally
- ❖ ITR-forms
- ❖ Currently Pursuing my CA-IPCC
- ❖ M.Com (Correspondence)