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|  | Anju  [Anju.316513@2freemail.com](mailto:Anju.316513@2freemail.com)  **Objective**  To be the part of the reputed establishment where I can utilize my talents and knowledge for the development of the firm and for my own development and be a team player for the achievement the organizational goals and its success.  **Education**   * Doing MBA (Finance) from Bharathiyar University * B.Com (Finance) from Calicut University (2012), Kerala. (Scored 3.35 CGPA) * Professional Diploma in Accountancy (2016), Keltron, Kerala. * Plus two from Higher secondary board (2009), Kerala. (Scored 88%) * SSLC from Kerala State Board (2007), Kerala.   (Scored 85%)  **Experience & Computer Skills**   * Accountant in Haritha Homes Builders and Developers, from Aug 2015 to July 2016 * As Articled Assistant at Vasu and Sivaram Chartered Accountants from 20/09/2012 to 20/09/2015. (SRO0368436) * Diploma Certificate course on M S Office, PEACHTREE, Tally ERP.9 from Keltron Study Centre. * Certificate course on M S Office, Tally ERP 9 & Internet from St. Aloysius College. * Certificate course in Computer Awareness & Programming Technique (Windows, M S Office, Visual Basic & Programming in C) from Nirmithi Kendra Computer Centre. * Certificate course on M S Office, Tally from Trichur Branch of SIRC, ICAI.   **Academic Projects**   * ***B.Com Main Project:***   *“Online Trading in Capital Market and Demat Account System.”*  Aim of this project is to understand and collect information regarding Online Trading and Demat Account System from a recognized stock exchange. Information collected from Trichur Securities (P) Ltd.  **Personal Skills & Extra Curricular**   * Dedicated & Hardworking. * Quick learner * Confident. * Pleasing personality * Punctual. * Possess good leadership qualities. * Decision-making and problem-solving capabilities.   **Extra Curricular:**   * Participated in Orientation Programme Course Conducted by the Trichur Branch of SIRC of ICAI. * Participated in General Management and Communication Skills Organised by Trichur Branch of SIRC of ICAI. * Active member of Economic Times Club of St. Aloysius College. * Participated in Certificate course of Legal Literacy classes held by Kerala State Legal Services Authority. * Participated in PCM Scholarship Exams & Hindi Sugam Exams   **Hobbies**   * Travelling. * Listening to Music. * Internet Browsing.   **Declaration**  I hereby declare that the information furnished above is true to the best of my knowledge. |