

**AJIL**

***Contact Details:-***

*E-mail:*

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**RESUME**

CAREER OBJECTIVE

To be a self motivated next generation leader with the ability to adapt rapidly changing technologies with a strong desire to undertake challenging job and to work with the team to achieve the goals of the organization.

CAREER GRAPH

* January 2014 to January 2017

**TP Paul & Associates, Chartered Accountants, Kalpetta, Wayanad**

Position:- Articled /Audit Assistant

WORK EXPOSURE DURING THE EMPLOYMENT PERIOD

Role: Articled /Audit Assistant

Works performed

* Accounting
* Accounts Finalization
* Audits
  1. Company Audit
  2. Income Tax Audit
  3. VAT Audit
  4. Trust Audit
  5. Bank Audit
  6. Co-Operative Society Audit
* Tax Returns
  1. Income Tax Returns
  2. VAT/LT Returns o TDS Return

o Service Tax Return

* VAT Registration.
* Assisting in Company Incorporation

***Personal Details:-***

*Marital Status:*

Single

*Date of Birth:*

22/05/1993

*Place of Birth:*

Koduvally,Calicut

*Gender:*

Male

*Nationality:*

Indian

*Religion & Caste:*

Islam,Muslim

*Languages:*

English, Hindi, Malayalam & Tamil.

*Hobbies:*

Social networking

Listening music

Reading.

Watching movies

PROFESSIONAL QUALIFICATION

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | Chartered Accountants | | |  |  |
|  | CA | | | | : Continuing, CA Inter 1st Group( Accounting |
|  |  |  |  |  | Technician) |
|  | Institution | | | | : Institute of Chartered Accountants of India. |
|  | Post Graduate Level | |  | |  |
|  | M. Com | | | | : Continuing |
|  | University | | | | : Madras University |
|  |  |  | | | |
|  | ACADEMIC QUALIFICATION | | | | |
|  | Graduation Level |  | | |  |
|  | B-com | | | | : 78% |
|  | University | | | | : Calicut |
|  | College | | | | : W M O Arts & Science College,Muttil,Wayanad |
|  | Year of Passing | | | | : 2013 |
|  | Higher Secondary Level | | | |  |
|  | Commerce | | | | : 80% |
|  | Board | | | | : Kerala State Board |
|  | School | | | | : Government Higher Secondary School, Panankandy. |
|  | Year of passing | | | | : 2008 |

COMPUTER SKILLS

* Tally ERP 9
* MS-Word
* MS-Excel
* Internet
* MS-PowerPoint
* Other Software’s ( Taxpro,Taxsuit)

STRENGTHS

* Good Interpersonal communication skill
* Can conceive and implement Ideas and Concepts.
* Good Team person in accomplishing a Common objective
* Ability to analyze problems/issues.
* Willing to shoulder challenges and responsibilities.
* Sincere, efficient, patient & hardworking.

REFERENCES

Prasad George M

Manager, T P Paul & Associates Chartered Accountants.

Contact: 04936 205156; +91 9447 93 43 23

DECLARATION

I hereby declare that the above furnished details are true to the best of my knowledge and belief.

