**Macvin**

**Email id:** macvin.383586@2freemail.com

**Address:** Bur Dubai, Dubai

**CAREER OBJECTIVE**

To seek a challenging and career oriented position in a dynamic organization to enhance my knowledge, skills and contribute towards the success of organization.

**WORK EXPERIENCE**

**Worked as an Accountant in St. Milagres Credit Souhardha Co-Operative Ltd, Karwar from 01 August 2016 to 30 June 2018**

**Roles and Responsibilities**:

* Daily voucher checking, Cash verification and Expenditure approval.
* Loan applications review and decision about sanctions.
* Monthly / quarterly crediting of interest to respective accounts as per instructions.
* Branch Auditing.
* Funds and Investment management.
* Training and guiding all staff, overall branch administration and responsibilities.
* Verification of final accounts and work done at branch level.
* Verification of monthly balance in deposit and loan account.
* Verification of staff salary.
* Sending confidential reports about staff to head office.
* Submission of Head office information to staffs.

**IT EXPOSURE**

* Basic Computer knowledge.
* Diploma in Computer application (DCA).
* Tally 9.0.
* VAT
* MS-Office, PowerPoint

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**EDUCATIONAL QUALIFICATIONS**

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| --- | --- | --- | --- | --- |
|  | **Institution** | **University/Board** | **Percentage of marks** | **Year of Passing** |
| **Master of Business Administration ( Finance)**  | St.Joseph Engineering College, Vamajoor,Mangalore | Vishvesvaraya Technological University | 64.3 | 2016 |
| **Bachelor of Commerce**  | Pompei College, Aikala, Mangalore | Mangalore University | 78.58 | 2014 |
| **12th** | Pompei College, Aikala, Mangalore | Department Of Pre-University Education | 81.5 | 2011 |
| **10th**  | Dr.M.R.S.M English Medium School, Thokur, Mangalore | Karnataka State Board Of Secondary Education | 69.92 | 2009 |

**PERSONAL SKILLS**

* Sincere and Optimistic.
* Able to establish and maintain a good working relationship with the staff at all levels.
* Good team working skills.
* Self-motivated “can do” attitude with a strong desire to succeed.
* Easily cop up with any kind of situations, individuals or working atmosphere.
* Determination, dedication and discipline.

**PROJECT DURING THE COURSE**



Performance Evaluation of Select Mutual Fund Schemes in India: A Study With Reference To Bajaj Capital Ltd, Mangalore

**EXTRA CURRICULAR ACTIVITIES**

* Attended workshop on EMPLOYABILITY SKILL held in St.Joseph Engineering College, Vamanjoor.
* Attended STUDENT DEVELOPMENT PROGRAMME conducted by Peagasus Institute for Excellence Bangalore
* Participated in ETTIN-2015 a National Level PG FEST at Justice K.S Hedge Institute of Management NITTE and SENTIA-2015 a National Level PG FEST at M.I.T.E Moodabidri.
* Participated in seminars held in various colleges.
* Actively volunteered in the cultural events and been part of the co-coordinating team.
* Actively volunteered in the blood donation camps.

**PERSONAL PROFILE**

Date of Birth : 18-04-1993

Gender : Male

Marital Status : Single

Nationality : Indian

Visa Status : Visiting visa

Driving License : Valid Indian License