**CURRICULUM VITAE**

**ANJUSHA** **(Accountant)**

**Email ID** **:** **anjusha.382400@2freemail.com**

**CAREER OBLECTIVE**

**Seeking a challenging environment that encourages continuous learningand sharing of knowledge that provides exposure to creativity andstimulates personal and professional growth along with the organizationalmission.**

**An appropriate post suitable for below mentioned qualifications that offersfurther advancement to my career growth and brings out the best of myknowledge and abilities.**

**PROFESSIONAL QUALIFICATION**

**B.COM (FINANCE) From calicut university , 2015-2018( Sahya Arts And Science College Vellamburam, wandoor, India )**

**DIPLOMA IN EDUCATION (DEd) , 2013-2015**

**( Sree vivekananda padana kendram I.T.E Palemad , India)**

**PROFESSIONAL EXPERIENCE**

**6 month ACCOUNTANT Experience in margin free supermarket at kalikavu,Malappuram,India**

**2 month TAX PRACTITIONER experience in JR &Co; tax practitioners & Auditors at wandoor ,Kerala ,India.**

**Job description:-**

**Knowledge about general ledger accounting. Creating team leadership.**

**Prepare bills to clients according to the agreement and follow up the payments from the clients.**

**Budjeting and tax planning.**

**Financial reconcilation and reporting. Reports monthly sales revenue.**

**Bank reconciliation and process payments.**

**TECHNICAL QUALIFICATION**

**DIFA (Diploma In Indian and Foreign Accounting) duration 8 months.**

**( TALLY software )**

**(Ms word, Ms Excel, Ms PowerPoint)**

**PEACHTREE , QUICKBOOKS. (Knowledge of internet access & email surfing.)**

**PASSPORT DETAILS**

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| **Date of issue** | **- 05/11/2015** |
| **Date of expiry** | **- 04/11/2025** |
| **Place of issue** | **- MALAPPURAM** |

**VISA STATUS**

**Visa status** **: Visiting**

**Date of issue** **: 05 july 2018**

**Date of expiry** **: 02 october 2018**

**PERSONAL DATA**

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| --- | --- | --- |
|  |  |  |
|  |  |
| **Date of birth** | **: 24/03/1996** |
| **Nationality** |  | **: INDIAN** |
| **Marital status** |  | **: Married.** |
| **Matric qualification:-** |  |
|  | **PLUS TWO** | **- KERALA HSE BOARD (2013)** |
|  | **SSLC** |  | **- KERALA STATE BOARD (2011)** |

**DECLARATION**

**I hereby declare that above given information are true to the best of my knowledge and belief. If I am offered an opportunity to work, I will discharge the duties entrusted to me to the best of my capacity and to the entire satisfaction of my superiors.**