

JESUS PIOUS C KUNNATH

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Career objective

Seeking a career to utilize my knowledge, personal skills to gain comprehensive understanding of a reputed organization so as to take responsibility and contribute significantly.

WORK PROFILE

POST	COMPANY	PERIOD	WORKS
CHIEF ACCOUNTANT	BEST READYMIX CONCRETE, CALICUT (MANUFACTURING COMPANY)	05-04-21 TO PRESENT	<ul style="list-style-type: none">➤ CHECKING OF PURCHASE &SALES REGISTER➤ TDS LIST PREPARATION➤ STOCK DETAILS VERIFICATION➤ PREPARATION OF DEBTORSLIST AND CREDITORS LIST➤ GST FILING DETAILS PREPARATION➤ LEDGER SCRUITINY & ACCOUNT FINALIZATION
ACCOUNTANT	EXCEL EARTHINGS, THRISSUR(MANUFACTURING COMPANY)	01-10-18 TO 03-04-21	<ul style="list-style-type: none">➤ CHECKING OF PURCHASE &SALES REGISTER WITH BILL➤ GST FILING➤ PREPARATION OF DEBTORSLIST AND CREDITORS LIST➤ TDS LIST PREPARATION➤ BANK RECONCILIATION TAKING AND ASSISTING IN DESPATCH➤ STOCK DETAILS VERIFICATION
ARTICLE ASSISTANT (ACOOUNTS & AUDIT)	VIJAYAGOPAL & ASSOCIATES, THRISSUR (CA FIRM)	23-09-15 TO 30-09-18	<ul style="list-style-type: none">➤ CHECKING OF PURCHASE BILL WITH LEDGER & RETURN AND MAKING REPORTS➤ CHECKING OF SALES WITH LEDGER EITH RETURN➤ LEDGER SCRUITINY➤ ACCOUNT FINALIZATION➤ PREPARATION OF FINANCIAL STATEMENTS➤ PREPARATION OF STATEMENTS FOR SALES TAX
EXECUTIVE TRAINEE (FINANCE & ACCOUNTS)	SML FINANCE LTD, KUNNAMKULAM, THRISSUR (NBFC)	01-08-14 TO 31-07-15	<ul style="list-style-type: none">➤ DAILY TRANSACTINS ENTERING➤ BANK RECONCILIATION TAKING➤ CHEQUE ISSUE & COLLECTION➤ CLOSING BALANCE TAKING OF BRANCHES

LECTURER	VIJAYAMATHA COLLEGE,THRISSUR (PARALLEL COLLEGE)	01-09-12 TO 31-03-13	➤ CLASS TAKING TO B.COM & PLUS TWO STUDENTS
	P.G CENTER, THRISSUR(PARALLEL COLLEGE)	22-10-12 TO 20-02-13	➤ CLASS TAKING TO B.COM STUDENTS

Academic Qualifications

LEVEL	BOARD/ UNIVERSITY	SCHOOL / COLLEGE	YEAR
MBA	PONDICHERRY UNIVERSITY	S H COLLEGE, ERNAMKULAM	2014
M.COM	CALICUT UNIVERSITY	ST.ALOYSIUS COLLEGE, THRISSUR	2012
B.COM	CALICUT UNIVERSITY	ST.THOMAS EDUCATION CENTER, THRISSUR	2010
PLUS TWO	KERALA HIGHER SECONDARY BOARD	ST.THOMAS HSS, THRISSUR	2007
SSLC	KERALA HIGHER SECONDARY BOARD	ST.JOHNS HIGH SCHOOL, PARAPPUR, THRISSUR	2005

Computer Knowledge Personal Qualities

- Tally ERP 9
- Microsoft Excel
- Microsoft Office
- * Good communication
- * Leadership and motivation skills
- * Good patience

Area of Interest

Accounting works
Office Management

Hobbies

Playing Cricket
Reading

Languages Known

Malayalam
English& Hindi

❖ Reference

- **Viswanathan K**
Manager, Excel Earthings, Thrissur Ph: 9400465121

Declaration

I hereby declare that the above details provided are true to the best of my knowledge and best belief.
I will deliver my duties and responsibilities with utmost honesty and sincerity.

Yours sincerely,
JESUS PIOUS C KUNNATH.