



VIJI A V

RAJASREE

FN:50 FRIENDSHIP NAGAR

SOUTH JANATHA ROAD

PALARIVATTOM

KOCHI-682025

MOB-9995310399

Email@:viji3755@gmail.com



<https://in.linkedin.com/in/viji-a-v-54b929136>

OBJECTIVE:

To engage in a career that will allow for progress in terms of expertise, socio-economic development, and innovation through exposure to new ideas for professional growth, as well as growth of the company.

PERSONAL INFORMATION:

DATE OF BIRTH : 11/06/1988

NATIONALITY : Indian

MARITAL STATUS : Married

CHILDREN : 1

WORK EXPERIENCE:

<u>Organization:</u>	<u>Position Held:</u>	<u>Duration:</u>	<u>Roles and Responsibilities:</u>
Unisync Technologies	Accounts Manager	june 2016 - now	Handling accounts
IIMS, Cochin	Assistant Accountant	June 2011 – June 2012	Handled accounts

QUALIFICATION:

- Post graduate diploma in human resource management (IGNOU) (2013)(58%)
- Enrolled as a Sales Tax Practitioner(2013)(1252)
- B-com with finance completed (Calicut University) (2009)(68%)
- Higher Secondary Examination (Commerce Group) (2006)(82%)

CERTIFICATE COURSES:

- STP (Sales Tax Practitioner) as of December 2016 from GIFT (Gulati Institute of Finance and Taxation)
- Certificate Course in Tally, Peach Tree
- Certificate Course in TAX PRACTITIONER
- Certificate Course in ACCOUNTS & FINANCE MANAGER
- Certified Course entitled G-ACCOUNTANT (Computer Basics, Windows & Tally)

LANGUAGE KNOWN:

- English, Malayalam

INTERESTS:

- Reading
- Travelling
- Driving

DECLARATION:

I do hereby declare that the above provided my Personal, Educational & Professional details are up to date, correct & true according my knowledge.

PLACE: PALARIVATTOM

VIJI A V

DATE: 20/07/2018