**Curriculum vitaE**

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**ANCY ALIYAS**

**MAMUTTATHIL HOUSE**

**MEENANGADI POST**

**CHENDAKUNI**

**WAYANAD. KERALA**

**Mob:9747075550**

**Email.ancyaliyas07@gmail.com**

**PERSONAL DETAILS:**

Present address : Maliyekal house

 Nettor .P.O

 Maradu

 Cochin - 682040

Permanent address : Mamuttathil house,

 Meenangadi post

 Chendakuni

 Wayanad[Dist]

 Kerala, India, Pin : 673591

Date of Birth : 17/05/1994

Sex : Female

Father name : M.P Alias

Nationality : Indian

Martial status : Married

Religion : Christian

Languages known : English,Malayalam,&Hindi

**ACADEMIC QUALIFICATIONS:**

|  |  |  |  |
| --- | --- | --- | --- |
| **Examination passed** | **Board/University****(Examination)** |  **Year** **of passing** | **Percentage of marks obtained** |
| SSLC | Kerala Board of Public Examination | 2009 | 77% |
| PLUSTWO | Board of Higher Secondary, Kerala | 2011 | 78% |
| B.Com | Calicut University | 2014 | 83% |
| M.Com | Calicut University | 2016 | 70% |

**ADDITIONAL ACADAMIC QUALIFICATIONS:**

During student period :1) Professional Diploma in Computerized Financial Accounting

 :2) Diploma in Sales Tax Practice

**WORK EXPERIENCE:**

|  |  |  |  |
| --- | --- | --- | --- |
| Period | Hospital | Designation | Department |
| 04/10/2016 to 30/06/2018 | Soukya Indian Holistic Health Centre Pvt.Ltd. Bangalore | Executive Accountant | Accounts |
| 23/07/2018 to 31/12/2018 | Defab In StyleCochin | Accountant | Accounts |

JOB DESCRIPTION:

* Drafting proper reports (Trading and Profit & Loss account , Balance Sheet, Cash Outflow and Inflow) and records
* Verifying that all accounting related records
* Maintaining Inventory System
* Auditing
* Perform Bookkeeping
* General Ledger Function
* Reconcile Vendor Balances
* Reconcile Bank Accounts
* Billing

**REFERENCE:**

Mr. Rajesh Kumar

Accounts Manager

C/O Soukya Indian Holistic Health Centre Pvt.Ltd.

Bangalore , Karnataka

**OBJECTIVE:**

Looking for an opportunity in a prestigious organization where I can express in Accounting.

**DECLARATION**

I do hereby declare that the above mentioned facts are true and correct to the best of my knowledge and belief.

**Date : 06/03/2019 *Ancy Aliyas***

**Place :**  Wayanad