



# Devika Unnikrishnan

Seeking a competitive position in an organization where extensive experience will be further developed and utilized.



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UNNIKRISHNAN

DOB: 15.05.1995

## COMPUTER SKILLS

SAPFICO

Tally ERP9

MS Office

Other Customized softwares

## LANGUAGES

English



Malayalam



Hindi



## INTERESTS

Listening Music

## EDUCATION QUALIFICATIONS

### CA-Intermediate

Institute of Chartered Accountants of India

November 2016

Secured 50% marks

### Bachelor of Commerce

Christ College, Irinjalakuda, Kerala

Calicut University

March 2015

Secured 79% marks

### CA-Foundation

Institute of Chartered Accountants of India

June 2012

Secured 50% marks

## WORK EXPERIENCE

### Article Assistant

M/s. Balan & Co., Chartered Accountants

Kochi, Kerala

2016 - 2019

Major works done;

- Statutory Audit of Ndimensionz Solutions Pvt. Ltd.
- Statutory Audit of Popular Industries
- Branch Audit of KSFE Ltd.

## RESPONSIBILITIES HANDLED

- Preparation of company accounts
- Preparation of various types of Audit Report
- Checking of Debtors and creditors outstanding statements monthly
- Preparation of Bank Reconciliation statements
- Finalization of Accounts and Annual closure of Books
- Filing of statutory returns, Tax audit forms and VAT audit Reports