

RESUME



PRASANTH K N

Thrissur, Kerala

MOB: 91 9020778273

Objective: To perform in a dynamic organization, this will offer me a challenging working environment and help me to develop on an intellectual and personal level. To meet and surpass expectations and to contribute tangibly to the progress of the organization.

Work Experiences

NAME OF THE COMPANY	POSITION	DURATION
KERALA PRANAMAM MORNING DAILY, KOCHI	ACCOUNTANT	Working since 5 th February 2019 till date
ARISTA ADVERTISING LLC, DUBAI.	ACCOUNTANT	From 16 th Oct 2017 to 30 th October 2018
HI-TEC SOLUTIONS, KERALA, INDIA.	ACCOUNTANT	From 06 th June 2016 to 10 th October 2017
EVERGREEN SYSTEMS, KERALA, INDIA.	ACCOUNTANT	From 1 st November 2011 to 31 st May 2016

PROFESSIONAL SUMMARY:

- Having more than 7 years of working in the field of Accounts/Finance, in which One year of experience in UAE
- Strong in Tally ERP 9 software

Accounts Experience:

- Expertise in **Tally ERP9** for the all the modules such as **Accounts Payable, Accounts Receivable, Cash Management and General Ledger**
- Expertise in preparing of weekly Bank, Cash positions
- Expertise in Audit preparation of yearly financials in audit format and submitting to auditors for auditing
- Strong in interaction with Auditors for Finalization of Accounts
- Experienced in preparation of monthly Bank Reconciliation statement

- Experienced in controlling Debtors & Creditors and preparation of debtors & Creditors Outstanding list and reporting to Management
- Expertise in reconciliation of receivable & payables with their respective statements
- Supervising and Coordinating subordinates to ensure in smooth accounting.
- Handling Self-Correspondence with all Business Clients, Suppliers and Banks
- Strong in adopt new analytical approaches, tools & environment.

Academic details:

- ❑ M.Com (Stream-Finance) from Mahatma Gandhi University, Kerala in 2010
- ❑ B.Com (Stream-Co Operation) from Calicut University, Kerala in 2006
- ❑ DIPLOMA in Computer Applications: MS-Word, Excel and Power Point.
- ❑ ERP PACKAGE: Tally ERP9.

Personal Details:

Name	: Prasanth K N
Father's Name	: Narayanan Namboodiri
Age and Date of birth	: 34, 24 th May 1985
Sex	: Male
Marital Status	: Married
Nationality	: Indian
Mother Tongue	: Malayalam
Languages Known	: English, Tamil & Hindi
Driving License	: LMV and Two Wheeler
Native Address	: Kaimukku Mana Mattathur Kunnu P O Kodakara Thrissur DT Kerala-680684 India

Email I D : **pknkaimukku@gmail.com**

I hereby declare that the information given above is correct to the best of my knowledge

Place: Kodakara
Date: 15/06/2019

Thanking you
Prasanth K N