



Ibin K V  
Koimakkatt House  
Neericode P.O  
Ernakulam Dist.  
Kerala 683511

[Ibinkv@yahoo.com](mailto:Ibinkv@yahoo.com)

Mobile: 9895595448

## **CURRICULUM VITAE**

### **Profile:**

- Qualified in Masters in Finance with significant experience in this field.
- Good analysis, observational and communication skills.
- Responsible, hardworking, organized and detail oriented person.
- Excellent IT skills.
- Fluent in English and Malayalam (speaking, writing and comprehension).

### **Qualifications:**

**July 2010 – March 2013.** Bachelor of Commerce (M.G University) Queen Mothers College, Aluva.

**July 2013 - July 2015.** MBA in Finance and Marketing (M.G University) KMM College of Management and Communication.

### **Thesis on MBA Finance:**

Financial performance analysis of Travancore Cochin Chemicals Ltd

### **Personal Details**

Fathers Name	: K V Varghese
Mothers Name	: Hilda Varghese
Date of Birth	: 31-03-1990
Nationality	: Indian
Marital Status	: Single
Address	: Koimakkatt House, Neericode P.O, Opp Neericode Milk Diary Pin: 683511

### **Computer skills**

Operative Systems: Windows 10, Windows 8.

Knowledge in Tally ERP 9, Siebel DMS, Incadia DMS, MS-office, C++



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## **CURRICULUM VITAE**

### **Work Experience:**

#### **EVM Automotive India Private Limited: (Nissan - Kalamassery)**

##### **Job Title: Accounts Executive (July 15 to Jan 17)**

- Creation of Vouchers on daily bases.
- Cash payment, Bank payments & Receipts
- Bank reconciliation, Claims preparation and Submission.
- Branch Reconciliation and sister Concern Reconciliation.
- Monthly TDS and TCS Payment.
- Create Daily fund plan.
- Service pending statement preparation and submission to service Manager.

#### **EVM Autokraft India Private Limited: (BMW - Kalamassery)**

##### **Job Title: Senior Accounts Officer (Jan 17 - Present)**

- Disbursement of salary and statutory payments.
- Filing of TDS, TCS, VAT, Service Tax and GST.
- BMW Monthly Reconciliation and submission.
- Branch accounts supervision (Calicut and Trivandrum).
- Telephonic communication with Bmw officials regarding credit limit utilization and payment confirmation.
- Assist in Company Finalization data preparation.
- GST Reconciliation.
- Preparation of Monthly MIS for company.
- Appearing for GST Audit to GST Officials.
- Customer File settlement.
- E-Way bill preparation.
- Financial reporting & audit preparation and co-ordinate the audit process.
- Allocation and Supervision of Team members work.

### **Reference:**

Mr. Jino Thomas (Accounts Manager at EVM Autokraft India P Ltd). (9895238411, 7558889906)

Mr. Benson Baby (HR Manager at EVM Autokraft India P Ltd). (7558889903)

### **Declaration**

I hereby certify that the above given information is true and correct to the best of my knowledge.

Date :

Place : Neericode

**Ibin K V**