



## JINNY JOHN

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### Objective

To work with an organization which provide ample opportunity to express my skill to the maximum as well as allow me to discover my hidden talents.

### Experience

- Working as an Accountant for T Mathew and Company Pathanamthitta, Kerala,India from August 2019 still continuing.
  - \* Prepared journal entries, complete general ledger operations, monthly, year-end closings and draw up financial reports
  - \* Reconcile and maintain Balance Sheet accounts
  - \* Manage revenue, accounts receivable and expense accrual accounts
  - \* GST Return filing, GST Reconciliation
- Worked as Customer Service Executive for Thulamannil Textiles Ranni ,Kerala, India from January 2018 to June-2018
- Worked as Customer Service Executive for Muthoot Fincorp Limited Vrindavanam, Kerala ,India for August 2015 to November 2016

### Education

- **CMS College of Engineering , Namakkal, Tamil Nadu, Anna University** 2014  
MBA Finance and Marketing  
74%
- **St Thomas College Ranni ,Pathanamthitta, Kerala ,M G University** 2010  
B A Economics  
54%
- **M S H S S Ranni ,Pathanamthitta, Kerala** 2007  
Higher Secondary  
74%
- **St Mary's VHSS Valiyakunnam** 2005  
S S L C  
75%

### Projects

- **Mini Project**  
An Organization study at Milma Dairy Pathanamthitta, Kerala
- **Main Project**  
A study on brand Preference of Milma Dairy with reference to Pathanamthitta

### Language

- English, Malayalam, Tamil

### Interests

- Listening to Music, Watching TV

### Software Skills

- Micro Soft Word  
Micro Soft Excel  
Micro Soft PowerPoint  
Tally

## Key Skills

- Good Communication Skills
- Effective Listening Skills
- Interpersonal Skills
- Time Management