

# GEETHU T K



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Phone no: 8848116237, 8547103521

## **CAREER OBJECTIVES:**

To work in a firm with a professional work driven environment where I can utilize and apply my knowledge, skill which would enable me to grow while fulfilling organizational goals.

## **SUMMARY PROFILE:**

I am a post- graduate in MBA finance who is simple, confident, and active team player.

## **ACADEMIC PROFILE:**

Qualification	Name of the institution	Year
MBA	RAJAGIRI COLLEGE OF BUSINESS STUDIES Major: Finance Minor: Operations	2015
B Com-taxation	ST. ALBERTS COLLEGE	2012
XII	KENDRIYA VIDYALAYA NO. II	2009
X	KENDRIYA VIDYALAYA NO. II	2007

## **OTHER QUALIFICATIONS:**

- Completed TAX PRACTITIONER COURSE.

## **COMPUTER SKILLS:**

- Completed Programming Techniques (Visual Basic) and Computing Accounting and Finance.
- Tally 9.0
- Diploma in Office Automation
- SAP FICO

## **PROJECT:**

- Financial performance and analysis of **PALLIPURAM COOPERATIVE BANK.**
- Study on Inventory Management of **HMT Machine Tools Ltd., Kalamassery.**
- Financial performance and analysis of **FACT, Eloor.**

**EXPERIENCE:**

- SALES TAX CONSULTANT & PRACTITIONERS from 1 January 2016 to 29 November 2018 as Accounts Assistant.
- CITRINE TRADING Co. from November 2020 to January 2021 as Accountant.

**PERSONAL INFORMATIONS:**

PERMANENT ADDRESS : VAISHNAVAM  
PURAKKELY ROAD, INTUC JN.  
NETTOOR, ERNAKULAM

DATE OF BIRTH : 18-05-1991

AGE : 30 Yrs.

GENDER : FEMALE

HOBBIES : READING, DRAWING, GARDENING

LANGUAGES KNOWN : ENGLISH, HINDI AND MALAYALAM

**DECLARATION:**

I hereby declare that the above-mentioned information is correct up to my knowledge and I bear the responsibility for the correctness of the above-mentioned particulars.

PLACE : ERNAKULAM  
DATE :

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