

SWATHY MURALI

+91 8921816382

Swathym431@gmail.com

I am a hard working, honest individual. I am a good timekeeper, always willing to learn new skills; I am friendly, helpful and polite. I am able to work independently in busy environments and also within a team setting. I am outgoing and tactful, and able to listen effectively when solving problems.



Experience

- | | |
|--|--------------------|
| | 01/2019 to 02/2020 |
| ❖ TAXATION SERVICE CENTER,
ADOOR, PATHANAMTHITTA, KERALA | |
| | 06/2021 to Present |
| ❖ BILLING STAFF
ADITHI FOODS,
NOORANAD,ALAPPUZHA, KERALA | |

Education

- **M COM** Degree from **MG University** 2018-2021
- **B COM** Degree from **Kerala University** 2015-2018
- **Plus two** Kerala board 2013-2015
- **SSLC** Kerala board 2013

Technical Education

- **Diploma in Computerised financial accounting-Tally ERP9**
- **Diploma in professional Accounting**
- **MS OFFICE**

DATE OF BIRTH

31/08/1997 AGE 24

ADDRESS

*Sarath nivas
Erumakuzhy
Nooranad P.O
Alappuzha
Kerala
PIN: 690504*

AREA OF INTEREST

- ACCOUNTING
- OFFICE STAFF

LANGUAGE SKILL

- Malayalam
- HINDI
- English

Hobbies

- Music& Drawing - great way to unwind, destress, and keep the mind sharp.