



## VIDHYA CHANDRAN J

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9744316221

Simi Nivas  
Moolekurish  
Perumpilly  
Mulanthuruthy  
Ernakulam 682314

### Skills

Confident Hard Worker  
Punctuality

### Personal Details

Date of Birth : 29/05/1991

Marital Status : Married

Nationality : Indian

Languages Known : Malayalam and English

Current Location : Ernakulam

### About Me

- I am willing to express my interest in your opening for a position in Finance & Accounts section. I am interested in this position because I happen to have a passion in accounts field, and I have 3 year's experience in the Finance & Accounts field. In addition to this one I have 1.5 years of experience in RRD Technopark Trivandrum.

I think my experience in accounting, auditing, statutory matters and other entire accounts works would make me a good fit for this position.

### Objective

To become a Successful Accounting Professional in a globally recognised company and to use my skills in the best possible way for achieving the company's goals with honesty and fairness. To enhance my professional skills in a dynamic and fast paced workplace.

### Education

Institute of Chartered Accountants of India	
CA INTER	2021
Kerala University	2015
M.COM in Finance	
Kerala University	2011
B.COM in Income Tax & Law of Accounts	
GMGHSS Patton Trivandrum	2008
Plus Two in Commerce	
GMGHSS Pattom Trivandrum	2006
SSLC	

## Experience

○	<b>RRD Technopark Trivandrum</b>	<i>05.01.2017</i>
	Senior Research Analyst	-
○	<b>Manoj &amp; Sajeev Chartered</b>	<i>24.10.2018</i>
	<b>Accountants</b>	<i>25.09.2013</i>
	Article Assistant	-
		<i>26.09.2016</i>

## ✓ Experienced In :

- 1. Accounting
  2. Auditing
  3. Tax Audits
  4. Bank Audits
  5. Internal Audits
  6. Statutory Matters
  7. TDS
  8. ITR Filing
  9. Fixed Assets Verifications
  10. Bank Reconciliations
  11. US/UK Certificates
  12. Projection of Financial Statements

## Institutions Covered Under Articleship Period:

- In Trivandrum:
  - IISER - Indian Institute of Science Education and Research Centre
  - RGCB - Rajeev Gandhi Centre for Biotechnology
  - NCESS - National Centre for Earth Sciences
  - KLDB - Kerala Live Stock Development Board
  - NRHM - National Rural Health Mission
  - DTPC - District Tourism Promotion Council

## **Professional Summary And Skills**

- 3 year's of experience in Accounts, Taxation, Law, Audit etc...
- Fast learner to new technology and can quickly adapt to new environment
- Proven motivation and team management skills
- Ability to work under pressure and meet the deadlines
- Good communication and inter - personal skills
- Experience in Microsoft applications
- Excellent work experience in Tally ERP software
- Excellent work experience in Winman software (For Taxation)
- Preparation of Financial Statements for the purpose of Credit Rating of US Banking Institutions

## **Training Attended**

- GST Course completed with practical training
- Training programmes conducted by ICAI :
  - 100 hours IT programme
  - 35 hours Orientation programme
  - 15 days GMCS programme (General Management and Communication Skills)

## **Declaration**

- I hereby declare that the information given above is accurate and honest to the best of my knowledge.

Place : Ernakulam

Date :

Vidhya Chandran J

