



Antony Rineesh

Accounts Assistant

Profile

Experienced accountant over 7 years with a proven track of excellence whom able to work well both in a team environment as well as using own initiative.

Career Objective

To build upon existing corporate finance skills in both transaction execution and analytics, leading to increased responsibilities. Further more to gain comprehensive knowledge of various accounting processes and also seeking an opportunity where I can make the best of my potential and contribute to the organization growth.

Contact

**Address**

Adichiyil House St.james
Road Thykoodam Vyttila

**Phone**

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**Mail**

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Experience

Welcare Hospital

(May 2021 - Present)

Accounts Assistant

- Handled with daily cash collection followed by cash deposition in the bank.
- Handled with petty cash.
- Managed creditors and debtors payments.
- Bank reconciliation.
- Insurance receivables settlement.
- Patient refund settlement.
- Managed whole accounts of Welcare nursing college.

Kosta Shipping LLP

(Feb 2020 - July 2020)

Accounts Assistant

- Handled with billing and bank reconciliation
- Managed all accounts.

**Hinduja global solution
Ltd C/o Yes Bank**

(Aug 2018 - Feb 2019)

Operation Executive

- Retail assets files disbursement

**I Process India Pvt Ltd
C/o ICICI Bank.**

(Jan 2015 - July 2018)

Team Member- FCPG

- Document verification of assets and liability products.

**Daffiny & Associates
Chartered Accountants**

(Aug 2013 - Dec 2014)

Audit Trainee

- Whole accounting works.
- Preparing financials
- KVAT Tax filing

Software Qualification

Tally ERP 9.0

MS Office

Oracle Financial Accounting

Languages Known

Malayalam

English

Academic History

2010-2013 - B COM (Computer Application)

ST. ALBERT'S COLLEGE ERNAKULAM

MG University

2008-2010 - Kerala State Board of Higher Secondary Education (XII)

VHSS PANANGAD ERNAKULAM

Board of Higher Secondary

2008 - Kerala State Board of Secondary Education (X)

VHSS PANANGAD ERNAKULAM

Board of Kerala State

Personal Details

Date of Birth : 11.02.1993

Age : 29

Gender : Male

Religion : Christian, Latin

Nationality : Indian

Marital Status : Married

Declaration

I do hereby affirm that the information provided above is correct to the best of my knowledge.

Place : Ernakulam

(ANTONY RINEESH A R)

Date :