



JESNY K.A

Contact

Address

Kalayil House, Kulayettikkara (P.O)
Keechery, Ernakulam, Kerala
India – 682315

Phone

+91 8547221887

E-mail

jesnykalayil910@gmail.com

Skills

Strong communication skills and leadership
Self motivated , determination and confident
Meticulous attention to detail
Time management
Microsoft Office Suite
Knowledge of Tally

Area of Interest

Finance
Accounts
Auditing
Associate

Area of Specialization

Tally
Winman Software
MS Office
Manual Accounting

Reference

P.Z. CHACKOS & CO.,
Chartered Accountants,
FRNO. 010089S
Thottungal Lane, Poonithura,
Petta,Kochi- 682038
[E-mail: chackopz@gmail.com](mailto:chackopz@gmail.com)

Professional Synopsis

Currently work as an Accountant in P.Z. CHACKOS & CO. Accountant with over 3 years' experience ensuring accounts are completed correctly. Fully support audit processes with proficient maintenance of data documents and reports. To work for an organization provides me the opportunities to improve my skills and knowledge to grow along with the organization.

Work History

2019 April – **Accountant**
Present *P.Z. CHACKOS & CO.*
Chartered Accountants,
Thottungal Lane, Poonithura,
Petta, Kochi- 682038

Prepare, compile and sort invoices, bills and checks.
Execute data entry operations.
General ledger research and reconciliation.
Reconcile bank statements and other account statements monthly.
Support accounting personal.
Tax preparation & Audit procedures.

Education

2018 July - TALLY ERP 9
2019 January ICM Computers, Thalayolaparambu, Kottayam, Kerala, India

2015 June - Degree of Bachelor of Commerce
2018 May Mahatma Gandhi University, Kottayam, Kerala, India

2013 June - Higher Secondary School
2015 March Govt.HSS, Chottanikkara, Ernakulam, Kerala, India

2010 June - High School
2013 March St.Ignatius V&HSS, Kanjiramattom, Ernakulam, Kerala, India

Declaration

I hereby declare that the above given details are true and correct according to the best of my knowledge and belief.

JESNY K.A