

SWANTHANA S



Contact

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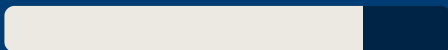
8089590462

Pozhamangalathu House Vayalar road South Chittoor P.O Near Velankanni matha kappela Ernakulam

Skills

* Problem Solving * Decision making * Team-building * Communication

80%



OBJECTIVE

I seek challenging opportunities where I can fully use my skills for the success of the organization.

EXPERIENCE

St Mary's Motors Royal Enfield Showroom	March 2018 - August 2020
Accountant cum Cashier	
* Manage all accounting transactions.	
* Prepare budget forecasts.	
* Publish financial statements in time.	
* Handle monthly, quarterly and annual closings.	
* Reconcile accounts payable and receivable.	
* Ensure timely bank payments.	
* Compute taxes and prepare tax returns.	
* Manage balance sheets and profit/loss statements	
Holy Family Church South Chittoor	August 1st 2022 - November 2022
Survey coordinator cum Office Assistant	
Still Working...	

EDUCATION

Govt Girls Higher Secondary School Ernakulam	2012
SSLC	
78 percentage	
Vidyanikethan	2014
Plus two -Commerce with computer applications	
70 percentage	
Mg university	2017
B.com Finance and Taxation	
75 percentage	
Mg university	2021
M.com Finance and Taxation	
Waiting for results	