

SARAN KUMAR



K.S

PHONE: +91 9895095936, 9745477552

E-mail: saransk007@gmail.com

PROFILE

To secure an excellent career in the Accountant and Operations field to make use of my interpersonal skills to achieve goals of a company that focuses on customer satisfaction and customer experience.

EXPERIENCE

ACCOUNTANT: **Work at Focuz Parts Mart Pvt.Ltd.(2016 - still continues,)**

- Compiling and presenting reports, budgets, business plans, commentaries and financial statements.
- Analyzing accounts and business plans, Communicate effectively with clients.
- Keeping account books and systems up to date, Support month end and year end close process.
- Keep records of customer interactions and transactions.

EDUCATIONAL QUALIFICATIONS

- **Tally Financial Accounting Programme, 2017**
Knowell Infotech, Adoor
- **B. Com, (MG university) 2021**
IHRD College of Applied Science, Konni
- **Vocational Higher secondary Education , 2013**
Govt. VHSS, Mulakkuzha
- **Secondary school Leaving certificate, 2011**
SHVHS, Karakkad

COMPUTER SKILLS

- Tally
- MS Office - Excel, Word, Power point
- Computer Basics
- Internet proficiency

STRENGTH

- Quick learning
- work under fast-paced environment
- Problem solving
- Communication
- Analytical skill

PERSONAL PROFILE

Name : Saran kumar k.s
DOB : 11/07/1996
Gender : Male
Marital status : Single
Nationality : Indian
Languages known : English, Hindi, Malayalam, Tamil
Address : Kakkottu Sarath Bhavanam
Karakkad P.O Chengannur.
Alappuzha -689504
Kerala (State)

DECLARATION

I Saran kumar k.s here by declare that all particulars mentioned in this document are true to the best of my knowledge and belief.

SARAN KUMAR K.S