

JAIMON VINCENT

Versatile accountant having experience in various industries with an open approach to learn new implementations & to contribute for effective delivery of required business needs with growth and improvement.

EXPERIENCE

The Elavoor Service Cooperative Bank No. 1009, Elavoor — Trainee

OCTOBER 2022 - APRIL 2023

Banking activities, Loan application processing, Retail trading, Vendor Reconciliation etc.

Transformers and Electricals Kerala Ltd., Angamaly South — CMA Trainee

MAY 2018 - MAY 2021

Internal auditing, Final accounts, PF (Trust), Gratuity, Documentary Credit negotiation, Investment accounts, Reconciliation and Rectification Of financial statements, Invoicing, Payroll, AR, AP, Variance calculation, Execution of orders, Supply chain management, Material tendering and Procurement, Awarding of contracts etc.

Promy Pipes and Sheets, Angamaly — Accountant

JANUARY 2018 - MAY 2018

Tally, Bank reconciliation, Accounts receivable, Bookkeeping, Stock verification etc.

EDUCATION

The Institute of Cost Accountants of India, Kolkata — CMA Intermediate

Group II Qualified, 48.875% (391/800)

Mahatma Gandhi University, Kottayam — B.Com (F&T)

2.14 CGPA

PROJECTS

Computation of higher PF salary

Computation of higher PF salary of Telk Employees eligible for higher pension according to the verdict of Kerala High Court.

Kaleshwaram lift irrigation project, Telangana

Project management (Commercial) of Power Transformers supplied to various pump houses like Annaram, Medigadda, Ramadugu, Tippapur etc. of Kaleshwaram lift irrigation project Telangana. This project is done with Megha Engineering and Infrastructure Ltd. & TSTRANSCO.



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Elavoor (P.O.), Angamaly,
Ernakulam (Dist), Pin : 683 572
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SKILLS

Auditing

Problem analysis and solving

Familiar with softwares like Tally,
Foxbase, QVT, CC Banking

Establishing good relationship
with customer as well as Supplier

REFERENCE

Shiny Joseph - "Elavoor S.C. Bank"
Secretary, 94008 72047

Rekha M. S. - "Transformers and
Electricals Kerala Ltd. Angamaly"
Asst. Officer (F&A), 97475 58331

Shaji Varghese - "Transformers
and Electricals Kerala Ltd. Angamaly"
Asst. Officer (Execution)
98474 54924

Antony - "Promy Pipes and Sheets,
Angamaly" Manager, 96332 47714

PERSONAL DETAILS

Date of Birth : 14/05/1995

Marital Status : Single

Gender : Male

Nationality : Indian

Religion : Christian

