




DENEETA ROSLIN

ACCOUNTS EXECUTIVE

Contact

+91 8075678112 

deneetaroslin@gmail.com 

Vypin, Ernakulam, 682509 

Personal Details

Date of birth: 17/06/2000

Nationality: Indian

Gender: Female

Marital Status: Single

Permanent Address:

Malathuruthil (H)

Nayarambalam P.O

Pin: 682509

Software Skills

- Microsoft Office
- GST
- Tally
- Group work
- Communication

Hobbies

- Reading
- Dancing
- Listen to music

Languages known

- English
- Malayalam

Profile

Accounts Assistant with 1.5 year of experience in a CA firm handling account, preparing monthly reports and filing monthly GST Returns.

Pursuing B Com (Corporation) and expertise in Microsoft Excel.

Looking to leverage my knowledge and experience into a role as Accountant.

Educational Qualification

Graduation Level

Pursuing Bachelor of Commerce in corporation from VIAS College, Ernakulam Affiliated to MG University, Kottayam

Higher Secondary Level [2018]

State Board of higher secondary education with 60% from Santa Cruz Higher Secondary School

Matriculation Level [2016]

State Board of secondary education with 63% from Little Flower High School, Njarakkal.

Professional Experience

ACCOUNTS EXECUTIVE

JKV & CO (CHARTRED ACCOUNTANTS),
ERNAKULAM

NOV 2021 – MAY 2023

- Chased missing transaction to help facilitate timely payments.
- Resolved vendor and employee inquiries with excellent tax and finance knowledge.
- Conducted in-depth assessment into tax return, ensuring data was input correctly.
- Engaged with customers to better understand needs and deliver excellent service.
- Timely filing of monthly GST returns.
- Monthly accounting of sale and purchase.

Declaration

I hereby declare that all the particulars furnished above are correct to the best of my knowledge and belief

Place: Nayarambalam

Date : 31-05-2023

Deneeta Roslin