



GOPIKA PM

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📍 Pallath house p.o Manalur,

Thrissur, KERALA, 680617

ACCOUNTING SKILLS

- ❖ General accounting
- ❖ Recording vouchers
- ❖ Purchase accounting
- ❖ Sales accounting
- ❖ Reconciliation of accounts
- ❖ Accounts Receivables
- ❖ Accounts Payables
- ❖ Inventory management
- ❖ Payroll
- ❖ GST filing basics
- ❖ Cash flow
- ❖ book keeping
- ❖ Financial statements

LANGUAGES

- ❖ English
- ❖ Malayalam
- ❖ Hindi

CAREER OBJECTIVE

Looking for a challenging role in reputable organization to utilize my technical, database, and management skills for the growth of the organization as well as to enhance my knowledge about new and emerging trends in the sector

EXPERIENCE

- ❖ DEEPAK TN& ASSOCIATES, COST ACCOUNTANTS, THRISSUR(ACCOUNTANT TRAINEE FOR 6 MONTHS)

EDUCATION

- ❖ Master of commerce (M.Com finance)
St. joseph's arts and science college, Pavaratty
Calicut university
2021-2023
- ❖ Bachelor of commerce (B.Com co operation)
St. joseph's arts and science college, Pavaratty
Calicut university
2018-2021

CERTIFICATION

- ❖ Professional diploma in computerized financial accounting - Kerala state Rutronix, 2022

IT SKILLS

- ❖ MS Office (Excel ,word& powerpoint)
- ❖ Tally Prime
- ❖ Peachtree
- ❖ QuickBooks
- ❖ Zoho Books

PERSONAL INFORMATION

Gender : female
Date of birth : 10/3/2001
Nationality : Indian
Marital status : single