



DIVYA A P

About Me

I want to succeed in a stimulating and challenging environment that provide me with great opportunities. I consider my self a responsible and orderly person. I am looking foward for my first work experience.

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ARESSERIL, ARTHUNKAL P O,
CHERTHALA, ALAPPUZHA,
KERALA , 688530
INDIA

TECHNICAL SKILLS

- SAP FICO S4 HANA (Basic)
- Knowledge in journal entries and ledger creation, Accounts receivable and payable, final accounts preparation etc..
- Tally with GST Filing, TDS ,VAT
- Knowledge in Zoho, Quickbook
- MS OFFICE (Word, Excell, etc..)

LANGUAGE

English

Malayalam

EDUCATION

ST MICHAEL'S COLLEGE,
Cherthala, Alappuzha

BACHALOR OF COMMERCE (FINANCE)
2023

**ST FRANCIS ASSISS HIGHER SECONDARY
SCHOOL ,**
Arthunkal, Cherthala

Plus Two (Higher secondary education)
Commerce
2020

CERTIFICATE

SMEC LABS , ERNAKULAM

POST GRADUATE DIPLOMA IN CORPORATE
ACCOUNTS AND MANAGEMENT (2024)

SOFT SKILLS

- Communication skill
- Team player
- Quick learner
- Observation
- Critical Thinking