



Keerthana.S

Accountant

PROFILE SUMMARY

Seeking an opportunity in an organization to further develop and enhance my skills, contributing to the company's growth and success. My goal is to contribute effectively to the team and take on new challenges to support the organization's objectives.

PERSONAL INFORMATION

- Email
aravindankeerthi1995@gmail.com
- Mobile
(+91) 7395913129
- Total work experience
2 Years 4 Months

KEY SKILLS

- Tally ERP
- MS Office
- MS Excel
- Communication Skills
- Time Management
- Teamwork
- Problem Solving

OTHER PERSONAL DETAILS

- City
Chennai
- Country
INDIA

HOBBIES

Playing games , Listening to music , Mehendi art

LANGUAGES

EDUCATION

- 2024 M.Com
University of Madras
- 2020 B.Com
st.anne's arts and science college
- 2017 XIIth
English
- 2015 Xth
English

WORK EXPERIENCE

- Jan 2023 - Apr 2025 Accountant
A.K. Lunawath & Associates
 - Efficiently co-ordinate with senior management to ensure timely Audit preparation & execution.
 - Processing Invoices ,payments & receipts report
 - Maintaining accurate financial records.
 - Records financial transactions, including purchase, sales,
 - Receipts & payments using accounting software or manualLedgers.
 - Handling and resolving customer claims & deduction.
 - Assisting with data entry and maintaining records.

Projects

- English
- Tamil
- Sourashtra

3 Months

Financial Analysis

- Analyzed financial statements and performed ratio analysis to evaluate the financial health of Nirvana Hammocks private Limited, Slackjack, etc., presenting findings in a detailed report.
- Developed financial models using excel to forecast future revenue, and expenses.