



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.

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 - Sep 2024	Accountant	A.K. Lunawath & Associates	<ul style="list-style-type: none">Efficiently co-ordinate with senior management to ensure timely Audit preparation & execution.Processing Invoices ,payments & receipts reportMaintaining 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.
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PERSONAL INFORMATION

- Email
aravindankeerthi1995@gmail.com
- Mobile
(+91) 7395913129
- Total work experience
1 Year 8 Months

KEY SKILLS

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

OTHER PERSONAL DETAILS

- City
Chennai
- Country
INDIA

HOBBIES

- Playing games , Listening to music

LANGUAGES

- English

- Tamil
- Sourashtra

Projects

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.