

CURRICULAM – VITAE



Post Applied for : Accountant

Name : Jose Joseph

Date of Birth : 12.01.1974

Father's Name : Mr. John Joseph

Total years of Experience : 28 Years

Gender : Male

Nationality : Indian

Language Proficiency : English, Hindi, Tamil, Kannada & Malayalam

Permanent Address : 1 D, Tower of Faith, Vallathol Junction, Sea Port
Airport Road, Cochin – 682021

Email Address : josejosephcochin@gmail.com

Contact Phone : 00919886208361, 0097335360317

Passport Number : S9000433 , Expiry 25.11.2028

Personal Strengths

I am an accountant, have completed 28 Years in the field. I am well versed with Vat, GST filing, Income Tax filing, Preparation of financial statements Profit & Loss up-to Balance Sheet. During the career span I have worked with manufacturing units, construction companies, traders and service providers. I have good proficiency in English speaking and writing. Also, fluent in Hindi, Tamil, Kannada and Malayalam. English type writing speed is up-to 80 wpm. Knowledge of accounting software Tally and Computer MS word, Excel etc.

Educational Qualification

S No.	Examination	Board / University	Year of Passing
1	10th (S.S.L.C.)	Kerala State Board	1989
2	+2 (P.D.C.)	MG University	1991
3	Graduation	MG University	1994

Work Experience

S No.	Name of Hospital	Post	Period	Duration
1	Lall & Company Chartered Accountants Delhi	Accountant	1994 to 1996	3 Year
2	Parishudh Machines Pvt. Ltd., Delhi	Accountants Asst. Manager	1996 to 2002	6 Year
3	Ratti Trading, Dubai , UAE	Accountant	2002 to 2003	1 Year
4	D2 M Consttuctions Pvt. Ltd, Bangalore	Accounts Manager	2003 to 2010	7 Year
5	Chrison Holidays Pvt. Ltd.	Accounts Manager	2010 to till date	14 year

Date :

Place : Bahrain