

# NIKHITHA N N

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## CAREER OBJECTIVE:

To pursue growth of my career in a competitive and challenging work environment which will enable me to learn, grow and substantially build on my knowledge acquired during the course of my study and at the same time give me an opportunity to contribute to the growth of organization where I work.

## KEY SKILLS:

- Positive Attitude.
- Hard working & Self Confident.
- Enthusiastic & Learning quickly
- Capable to work effectively as a part of team or individually.
- Possess strong analytical and problem-solving skills.

## EXPERIENCE:

- **Three year experience as Article/Audit Assistant under Chartered Accountant Jayamohan M R, partner of Unnikrishnan and Co., Irinjalakuda May 2017 – May 2020**

- Assisted in Statutory Audits in Banks and other reputed Organizations.
- Experience in Filing Income Tax Returns, VAT Returns and GST Returns
- Conducted Internal / Concurrent audit
- Prepared financial statements
- Created budgets and forecasts for bankers
- Making computerized books of accounts

## **EDUCATION:**

### **➤ Doing M.Com**

Calicut University, From 2019

### **➤ Doing CA Intermediate (IPC)**

Institute of Chartered Accounts of India, From 2016

### **➤ B.Com**

SREE NARAYAN GURU COLLEGE OF ADVANCED

STUDIES , Thrissur Affiliated To University of Calicut, Kerala

March 2016

### **➤ PLUS TWO**

G.M.G.H.S.S, IRINJALAKUDA

Affiliated To Board of Public Examinations, Kerala, March 2013

### **➤ S.S.L.C**

L.F.C.H.S.S, IRINJALAKUDA

Affiliated To Board of Public Examinations, Kerala, March 2011

## **COMPUTER SKILLS**

- Working knowledge of MS-Office.
- Working knowledge of Internet.
- Tally ERP 9.
- 100 hours Information Technology Training from ICAI.

## **PERSONAL INFORMATION**

**Name** : NIKHITHA N N

**Date of Birth** : 6th May 1996

**Father's Name** : Nakulan N K

**Mother's Name** : Sunitha

**Marital Status** : Single

**Languages Known** : English, Hindi, and Malayalam.

#### **DECLARATION**

I hereby declare that the above-mentioned information is correct according to my knowledge and I bear the responsibility for the correctness of above-mentioned particulars.

Sd/-

Place: CHEMMANDA

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