

AKSHAY A M

ACCOUNTANT

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 akshayanthuparambil@gmail.com

CAREER OBJECTIVE

Seeking a position to utilize my skills and abilities in an industry that offers professional growth while being resourceful, innovative, and flexible.

WORK EXPERIENCE

1. ACCOUNTANT at MARINO NAVALE CONSULTANCY PVT LTD, RAVIPURAM ERNAKULAM From April 2021 to (Current Company).

Following are the main duties and responsibilities:

- ★ Preparing accounts and tax returns.
- ★ Monitoring spending and budgets.
- ★ Compiling and presenting financial and budget reports.
- ★ Ensure that financial statements and records comply with laws and regulations.
- ★ Keeping account books and systems up to date.

2. GRAPHICS DESIGNER (INTERN) at UNIQUEMARK PVT LTD, JALGAON MAHARASHTRA From October 2020 to March 2021.

Following are the main duties and responsibilities:

- ★ Design clear engaging graphic communication for print and web.
- ★ Making creative marketing/communication brochures, direct mail pieces, website and social media graphics, posters, flyers, and other marketing materials as needed.
- ★ Work closely with director of marketing to translate messaging concepts into marketing materials.

3. PURCHASE AND STORE MANAGER at METALCOS INDUSTRIES, HARIDWAR From February 2019 to May 2020.

Following are the main duties and responsibilities:

- ★ Purchasing Raw Materials, Hardware, and other necessary materials according to the work order received.
- ★ Making supporting documents for all the purchase bills
- ★ Issuing materials to the production department.
- ★ Maintaining stock card of all the materials.
- ★ Maintaining record of materials dispatched for Job works, and their returns.
- ★ Handling petty cash transactions of the company.

4. ACCOUNTANT CUM AUDIT ASSISTANT at SUBHASH & CO. ADVOCATES & AUDITORS From August 2018 to January 2019.

Following are the main duties and responsibilities:

- ★ Passing purchase and sale entries of various companies.
- ★ Doing bank reconciliation
- ★ Checking final accounts
- ★ Dealing with accountants of different companies

ACADEMIC QUALIFICATION

2019
LBS Center for Science &
Technology

DCFA - Certification
Diploma in Computerized Financial Accounting from Lal Bahdur
Shastri Center for Science And Technology, Thrissur.

2015 - 2018
Calicut University

BBA - Finance
Bachelor of Business Administration in Finance Graduate from
ST Aloysius College, Elthuruth.

2013 - 2015
Kerala State

Higher Secondary Education
Higher Secondary Education Completed from Higher Secondary
School, Arimbur.

PERSONAL DETAILS

Name

Akshay A M

D.O.B

20-12-1997

Sex

Male

Marital Status

Single

Nationality

Indian

Address

Anthuparambil H
Kanjany, Thrissur, Kerala.
Pincode:- 680612

Passport No

S6916993

Languages Known

English, Hindi, Malayalam

DECLARATION

I do hereby declare that all the information provided above is true to the best of my knowledge.

Place :

Date :

Sign