



KARTHICK.S



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karthik201195@gmail.com



Near Prozone Mall
Krishnaputhur
Saravanampatty Coimbatore
641 035

SKILL HIGHLIGHTS

- SAP B1
- Tally Prime
- Microsoft Package
- Typewriting English & Tamil

LINGUISTIC ABILITIES

- TAMIL
- ENGLISH

HOBBIES

- Cricket
- Music

ACCADEMIC QUALIFICATION

(2013-2016) B.COM (IT)
Bharathiyar University College,
Gudalur, Tamil Nadu Mark 60%

**(2011-2013) Govt Higher
Secondary**
Kolapally Gudalur. Mark 50%

**(2010-2011) S.S.L.C Govt Higher
Secondary**
Kolapally Gudalur.

CAREER OBJECTIVE:-

To pursue a career with a positive attitude by establishing myself as a Committed Team Player and to bring pride to Our Organization.

Professional Experience

Sr' Accounts Executive

Covai Sri Balaji Industries Pvt., Ltd. Coimbatore (Dec-2023 to Still)

- AP & AR Post Invoice
- Daily BRS Report & Bank Reconciliation
- Monthly GST Report & Reconciliation 2B VS Book Register.
- All Provision , Expenditure Account
- Monthly Preparation of TDS Reporting and Quarter Working
- General Ledger following
- Purchase order follow up
- Expenses Ledger Reconciliation
- Adjustment Journal

Accounts Executive

Goodwill vanijay Pvt Ltd. Tirupur (Jan-2021 to Nov-2023)

- Accounts Payable, Receivable,
- Monthly GSTR1 & 3B Report and filling ,
- Statutory Payment – GST Payment , TDS Payment
- Monthly Reconciliation 2B VS Book Register.
- GST Annual Reconciliation.
- Vendor, Contractors, General Expenses Payment.
- Monthly Preparation of TDS Reporting and Quarter filling.
- TDS & TCS Checking – At The Time Of Bills Verification Whether TDS Deducted & TCS Collection As Per Income Tax Chart.
- Petty Cash Book Ledger Maintenance
- Monthly Preparation of Staff Salary.
- Ledger Reconciliation.
- Bank Related work Etc.,

Auditor Assistant

Ramanathan Auditor Office, Tiruppur (2019 to Jan-2021)

- Preparing GST and Filling
- Preparation of GSTR-9 & 9C Return
- To Preparation of TDS.
- Company Auditing visit
- Assisting audit staff in preparation and documentation of audit paper Work

Personal Details

Date of Birth : 03-03-1996

Gender : Male

Marital Status : Married

Work Experience : 5 year

Father Name : SOUNDARRAJAN A

Mother Name : PARAMESHWARI S

Nationality : Indian

Address : D.No : 6/408 NELLIYALAM NO 3, KOLAPPALLY (POST)
PANDDALUR THE NILGIRIS – 643 253

Declaration

I consider myself knowledgeable in computer and communication aspects. I am also confident of my ability to work in a team.

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

Date:

KARTHICK S

Place: Coimbatore

Signature

