



AKHIL L.J

MBA in Finance

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CAREER OBJECTIVE

TO BE A PROFESSIONAL AND TO UTILIZE MY SKILL AND KNOWLEDGE TO FULL FILL THE REQUIREMENT OF THE ORGANIZATION

EDUCATION

| Course | Specialization | College | University | Year of Study | Marks(%) |
|------------------|----------------------|-----------------------------------|-----------------------------|---------------|----------|
| MBA | Finance | Spicer Adventist University, Pune | Spicer Adventist University | 2015-2017 | 56.00% |
| B.Com | Computer Application | Emmanuel College Vazhichal | Kerala University | 2012-2015 | 55.00% |
| Higher Secondary | Commerce | St John's HSS Undancode | Kerala State | 2009-2011 | 67.00% |
| SSLC | | St John's HSS Undancode | Kerala State | 2008-2009 | 72.00% |

WORK EXPERIENCE

1ST AUGUST 2017 TO 31ST MAY 2020:- METAS Adventist School (Surat) as an Accountant:

- School cashier.
- Completing Bank Reconciliation
- Processing Business Expenses
- Posting Daily Receipts
- Managing day-to-day transactions
- Assisting the Finance Department and Senior Accounting Staff with various tasks Including payroll making, budget preparation and financial statement preparation

PROJECT

- A study on influence of Online Banking on the customers of Bank of India, Pune (MBA-45Days)
- A study on customers perception of banking with special reference to SBI Kattakada (B.Com-30Days)

COMPUTER PROFICIENCY

OPERATING SYSTEM : WINDOWS
SOFTWARE : Tally ERP, MS OFFICE

SKILLS

- Organizing Skill
- Co-Ordination
- Team Working
- Relationship Building

FIELD OF INTEREST

- Finance Manager
- Customer Relationship Manager
- Marketing Manager
- Accountant

PERSONAL DETAILS

Date of Birth : 10/05/1994
Gender : Male
Nationality : Indian
Marital status : Single
Languages known : English, Malayalam, Tamil, Hindi
Permanent Address: CS Bhavan Kulangaravilakam, Vandithadam, Karakkonam P.O