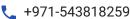
CONTACT

JOEL MATHEW

Accountant

joelperumpallil@gmail.com





OBJECTIVE

To pursue a challenging career an opportunity to contribute effectively and sincerely for the growth of the organization and an opportunity to utilize my technical skills for continuors growth and learning are waybof my life

EXPERIENCE

01.02.2022 - 30.1.2023

JUNIOR ACCOUNTANT

Orison corporate service

- Preparation of internal final accounts (journal, cash book, ledger accounts, final accounts, accounts payable and receivables etc.) In SAP, TALLY, MS OFFICE XL etc.
- o Maintain and update General Ledger account up to finalization
- Debtors follow and timely collection within the credit period

Accouting Entries

- Verifying the journal entries in the books of accounts and ledger posting
- Verifying the Employee's registration with all the related information .
- Verifying the calculation of leave pay
- · Verifying calculation of Employee's final settlement

EDUCATION

2022

Tally

Veeksha education

2022

PG Diploma in corporate accounts with SAP

Veeksha education

2021

• B.A Economics

Pazhassiraja college pulpally, calicut university

2018

Plus two, commerce
GHSS Perikkalloor

2016

• 10th

Nirnamala H.S kabanigiri,

PERSONAL ABILITIES

- 1.Ability to build a team with critical and successful skills
 - 2. Goal oriented and seeking perfection kind of an individual.
 - 3. Positive attitude and confidence in my activity.

4. Committed and Dedication in work.

5.Good Communication skills.

COMPUTER KNOWLEDGE -

- TALLY erp 9
- Microsoft Office Excel
- SAP FICO
- Peachtree
- QuickBook
- Zoho

PASSPORT DETAILS

• Passport No: - X6587082

Place of issue - Kozhikode

Date of issue - 10/03/2023

Date of expiry - 09/03/2033

PERSONAL DETAILS

Father's name - Shibu Joseph Date of birth - 02/03/2001

Sex - Male

Marital status - Unmarried Religion - Christian Nationality - Indian

Visa status - Visiting visa

Languages known - English, malayalam, tamil