

TWINKLE THANKACHAN

Cashier/Remittance Clerk

Mobile: +971 561217587 **Email:** twinklethankachan31@gmail.com **Location:** Ajman, UAE

LinkedIn: <https://www.linkedin.com/in/twinkle-thankachan-02830621a>



PROFILE SUMMARY

Dedicated and detail-oriented individual with a background in teaching and commerce, skilled in handling cash transactions, customer service and remittance operations. Demonstrated expertise in managing financial tasks and fostering student success. Committed to leveraging expertise in finance and education to support the mission of the organization and drive impactful results.

CERTIFICATIONS

[Advanced Certification in Accounting and UAE VAT-Pursuing](#)

[Fundamentals of accounting](#)
Corporate Finance Institute

[Fundamentals of Digital Marketing](#)
Google

[Domestic Data Entry Operator](#)
National Skill Development Corporation

[Advertising Certified Professional](#)
Microsoft

AREA OF EXPERTISE/SKILLS

Knowledge in VAT

Knowledge in AML and KYC

Bank Reconciliation

Financial recording and reporting

Account receivables and Payables

Attention to detail Analytical skills

Communication skills

Proficiency in accounting software

Organisational skills

COMPUTER PROFICIENCY

Tally Excel Word

Power point Zoho

LANGUAGE

English ● ● ● ● ●

Malayalam ● ● ● ● ●

EXPERIENCE

Assistant Professor

[Mangalam MC Varghese College of Arts and Science](#)

10/2022-05/2024

Kottayam,Kerala,India

- Assistant professor of commerce
- Achieved a 100% pass rate in major examinations by redesigning course content and assessment methods.
- Taught 5 major courses, encompassing over 200 students each semester
- Taught M.com, BBA and B.com students

Assistant Professor

[Good Shepherd College](#)

06/2022- 09/2022

Kottayam,Kerala,India

- Taught MBA,BBA, and B.com students
- Tally software trainer
- Achieved a 100% pass rate in major examinations by redesigning course content and assessment methods.
- Taught 5 major courses, encompassing over 200 students each semester

Accounts Executive

[Thuruthel Traders](#)

11/2021-06/2022

Kottayam,Kerala,India

- Manage petty cash and make voucher entries
- Entering sales and purchase on tally software
- Updating Bank Reconciliation on software
- Cash management

EDUCATION

M.com(Marketing and International Business)

2021

[Mahatma Gandhi University,Kottayam,Kerala,India](#)

B.Com(Co-operation)

2023

[Mahatma Gandhi University,Kottayam,Kerala,India](#)

B.com (Computer Applications)

2019

[Mahatma Gandhi University,Kottayam,Kerala,India](#)

PASSPORT DETAILS

Passport No: X6483162

Visa Status: Visit Visa

PERSONAL DETAILS

Nationality: Indian

DOB: 31/03/1999

Gender: Female

DECLARATION

I hereby declare that all the information furnished above are correct and true to the best of my knowledge and belief.