

LITHUN VINAYAN

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Career Objective

To pursue my career in a challenging and dynamic environment and contribute to the successful growth of an organization which will utilize my knowledge, professional skill and experience

Work Experience

Team moplet (pvt.Ltd)

Junior accountant 2018-2019

Team moplet private limited company (cochin) is accompany formed in 2007 for research and development of communication tools for sms and voice over cloud platform . organization has proof record of more than 1000+ satisfied enterprise clients through out india and abroad and successful execution track of ten years with positively moved growth graph.

Job Responsibilities:

- Assist in implementing a new internal automatic accounting system
- Ensure timely bank payment
- Manage the balacesheet and profit and loss account
- Preparing general ledger tickets for daily transaction
- Prepare monthly stock on hand for all entities
- Preparation and posting of G/L entries
- Resolving the trade issue with the operation team

February 2022 to August 2022 , Sales Executive, Maruthi Suzuki ARENA (popular vechicles and service, Thrissur)

Maruthi india limited, formerly known as maruthi udyog is an Indian automobile manufacturer, based in new Delhi . it was founded in 1981and owned by government of india untile 2003 , when it was sold to the Japanese automaker Suzuki motor corporation . maruthi Suzuki arena indias largest passenger company ,

Job Responsibilities:

- Meeting with clients virtually or during sales visits

- Demonstrating and presenting product.
- Maintaining accurate record.
- Establishing new business.
- Attending trade exhibitions, conferences and meeting
- Reviewing sales performance
- Negotiating contract and package
- Working toward monthly or annual target
- Be knowledgeable about the product
- Identify prospective customers, lead generation and conversion

Projects

- . As a study on new changes in public distribution system , satisfaction among customers and distributors in bengaluru
- . As a study on security issues in digital payment transaction in bengaluru

Educational qualification

Name of the Course	Institute	Year
Master of Business Administration HR & Marketing	Sambhram academy of management studies bengaluru	2019-2021
Bcom computer	chathrapathy shahuji maharaj university	2015-2018
Higher secondary	st francis higher secondary school kerala state board	2013-2015
Sslc	St francis higher secondary school Kerala state board	2012-2013

Computer Proficiency

Data entry
 Ms word , Ms excel
 Tally erp 9
 Internet browsing

Personal Details

Date of Birth : 27-4-1997
Sex : Male
Nationality : Indian
Passport No : S2053726
Expiry date : 17-05-2028
Marital Status : Single
Indian Driving License : 46/8572/2015 Valid up to 2035

I certify that all the details given above in this resume are correctly describes my qualification and my experience.

Lithun vinayan
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