



AKHILESH K GEORGE

Accounts executive at NIPPON TOYOTA.

An independent and self-motivated graduate with an ambition to build a career in the field of accounts as well as administrative rolls in MNC's. Love's to create a friendly atmosphere with others. Believe's smartwork is better and efficient than hard work.

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EDUCATION

B.COM WITH COMPUTER APPLICATIONS.
ST. THOMAS COLLEGE, KONNI.

06/2016 - 03/2019,

Computer science
Govt.H S S, Chittar.

06/2014 - 04/2016,

WORK EXPERIENCE

ACCOUNTS EXECUTIVE.
NIPPON TOYOTA.

01/2021 - Present, TRIVANDRUM.
NIPPON MOTOR CORPORATION A LEADING DEALERSHIP OF TOYOTA
VEHICLES PARTS AND SERVICE ACROSS KERALA SINCE 1999

Achievements/ Tasks

- Bank reconciliation in huge volume of transactions.
- Working in Tally prime.
- Assist in internal administrative works.
- Accounting data entry.
- GSTR Report preparation.
- Accounting of stock and Transfer of stocks

Contact : Dhanush T(Senior accounts executive Nippon Toyota -
+91 85470 52254

ACCOUNTANT TRAINEE
ACCOUNTANT SERVICE SOCIETY, KOCHI.

06/2019 - 09/2020, KOCHI.
ACCOUNTING

Achievements/ Tasks

- Trained in corporate accounts and management.
- Achieved typing skills in accounting data entry.
- Certified in SAP FICO AND SAP MM

Contact : Padmakumar (Managing Director) - +919349007175

CLUBS

Social Club at St Thomas college of arts and science,
Konni. (2018 - 04/2019)

Nature Club at St Thomas college of arts and science,
Konni. (2017 - 04/2019)

SKILLS

M S EXCEL

M S WORD

Tally Prime

Tally erp 9

Quickbooks

PERSONAL PROJECTS

ACADEMIC PROJECT-GRADUATE LEVEL
(01/2019 - 02/2019)

- A brief study on challenges faced by women entrepreneurs.

CERTIFICATES

Diploma in Corporate Accounts. (06/2020 - 12/2020)

SAP FICO (06/2019 - 12/2021)

SAP MM (06/2019 - 12/2021)

ACHIEVEMENTS

Actively volunteered in post flood activities in kerala,
and got appreciation from Dist. collector.
(06/2018 - 08/2018)

LANGUAGES

English
Full Professional Proficiency

Malayalam
Native or Bilingual Proficiency

Hindi
Full Professional Proficiency

Tamil
Limited Working Proficiency

INTERESTS

Cycling

Riding

Singing

Social Media

DECLARATION

I hereby declare the above mentioned details about me is very true
to the best of my knowledge and belief.

Date :
Place :

Sign: