

LIDHIYA K NIXON



SUMMARY:

An ambitious individual having high level of accuracy and attention to detail. Highly skilled in accounting with eye for identifying and correcting errors. Meet job demands through diligent work ethic and dedication to quality.

CONTACT

PHONE:
+971 523080357

EMAIL:
lidhiyaknixon26@gmail.com

ADDRESS:
**AL JABRI 1 AMMAN STREET AL NAHDA 2
DUBAI**

PERSONAL DATA:

Name : LIDHIYA K NIXON
Date of Birth : 06.04.1997
Gender : Female
Nationality : Indian
Passport no. : U2406334
VISA : VISIT VISA
VISA VALIDITY : 25.06.2022

SKILLS:

- * Financial statements expertise
- * Data analysis and processing
- * Financial management
- * File and database management
- * Problem solving abilities
- * Fast learner
- * Team work

EDUCATION

MASTER OF COMMERCE (Finance) 2020

BISHOP SPEECHLY COLLEGE FOR ADVANCED STUDIES, PALLOM
AFFILIATED TO MAHATMA GANDHI UNIVERSITY
CGPA : 2.97 out of 4

BACHELOR OF COMMERCE (Finance & Taxation) 2018

BISHOP SPEECHLY COLLEGE FOR ADVANCED STUDIES, PALLOM
AFFILIATED TO MAHATMA GANDHI UNIVERSITY
CGPA : 8.46 out of 10

HIGHER SECONDARY SCHOOL (Bio-maths) 2015

St. Anne's G.H.S.S, Kottayam
Passed with 87%

SSLC 2013

St. Anne's G.H.S.S, Kottayam
Passed with 85%

WORK EXPERIENCE

JAMESKUTTY & ASSOCIATES, CHARTERED ACCOUNTANTS-

Ettumanoor, Kottayam, Kerala

Accounts Assistant//Auditing Assistant

October 2020 – February 2022

- Collected and analyzed clients data and financial transactions.
- Input financial data and produced reports using MS-Excel.
- Applied mathematical abilities to calculate and check figures in all areas of accounting.
- Posting journal entries and adjustment entries.
- Reconciliation of accounts.
- Preparation of Balance Sheet, income statements and other financial statements according to legal and company accounting and financial guidelines.
- Supporting end to end accounting function for various companies up to finalization.
- Perform audit tasks and monitoring team.

CERTIFICATIONS

Completed "Certified Financial Accountants" course from The Institute of Accountants, Kochi.