

**ROSEMARY BENJAMIN**

**CHAKKITTAPARAMBIL, KANNATHARA (H)**

**EDATHUA P O**

**EDATHUA**

**ALAPPUZHA**

**Mob-8078757756**

**E-mail –rosemarybenjamin1997@gmail.com**

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### **CAREER OBJECTIVE**

To get placed in as exemplary organization where I can work honestly towards accomplishing the organization goals and objective by rendering my skills and talents for the growth of the organization.

### **PERSONAL DETAILS :**

<b>Father's Name</b>	<b>: C.P BENJAMIN</b>
<b>Date of Birth</b>	<b>: 14/04/1997</b>
<b>Sex</b>	<b>: Female</b>
<b>Marital Status</b>	<b>: Single</b>
<b>Religion</b>	<b>: Christian</b>
<b>Nationality</b>	<b>: Indian</b>
<b>Languages Known</b>	<b>: English, Malayalam and Hindi</b>
<b>Passport no.</b>	<b>: R5232563</b>
<b>Aadhaar no</b>	<b>: 2034 6650 0817</b>

## **EDUCATIONAL QUALIFICATION**

<b>COURSE</b>	<b>NAME OF INSTITUTION</b>	<b>UNIVERSITY/ BOARD</b>	<b>YEAR OF PASSING</b>
SSLC	ST.MARY'S GIRLS HIGH SCHOOL, EDATHUA	KERALA STATE OF PUBLIC EXAMINATION	2012
PLUS TWO	ST.ALOYSIUS HIGHER SECONDARY EDATHUA	KERALA STATE OF PUBLIC EXAMINATION	2014
BBA	ST.ALOYSIUS COLLEGE EDATHUA	MG UNIVERSITY	2017

## **EXPERIENCE**

<b>SL.NO</b>	<b>FIRM' S NAME</b>	<b>ADDRESSE</b>	<b>WORKING DURATION</b>	<b>WORKING POST</b>
1	JRJ PROMPT KURIES INDIA (PVT) LTD	EDATHUA, ALAPPUZHA, KERALA-689573	1 YEAR (1 <sup>ST</sup> JUNE 2016-1 <sup>ST</sup> JULY 2017)	ACCOUNTANT
2	JCC &ASSOCIATION CHARTERED ACCOUNTANTS	NEAR S.B COLLEGE, CHANGANACHERRY, KOTTAYAM -686101	5 MONTH(1 <sup>ST</sup> JULY 2017- 30 <sup>TH</sup> NOVEMBER 2017)	JUNIOR AUDITER AND DATA ENTRY
3	KAILATH SANITATION AND PAINTS	S.B COLLEGE ROAD CHANGANACHERRY, KOTTAYAM -686101	11 <sup>TH</sup> DECEMBER 2017 – STILL WORKING	ACCOUNTANT AND DATA ENTRY

## **ADDITIONAL TRAINING**

- Quick Books
- General Ledger Accounting
- Advanced Computer Proficiency
- Accounting And Bookkeeping
- Account Reconciliation
- Financial Statement
- Auditing
- Customer Relations
- Financial Auditing
- Report Writing
- Tax Return Filing

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## ADDITIONAL SKILLS

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- Auditing
- Customer Relations
- Financial Auditing
- Report Writing
- Tax Return Filing
- Customer Service
- M S Office
- Tally Erp 9

## DECLARATION

A confident, multi- skilled & capable accountant with excellent knowledge of finance and accounting procedures. Exceptional analytical and problem solving skills and able to provide financial information to all areas of the business whilst ensuring that all management information is accurate. Having a proven ability to drive out inefficiencies through process improvement as well as assist in the maintenance and development of financial systems and accounting procedures.

now looking for a new and challenging accountancy position, one which will make best use of my existing and experience and also further my development

Place: EDATHUA

Date: 17/09/2020

ROSEMARY BENJAMIN