

BINEESH A K



Personal Info

Address

Karakkal Puthen Veedu,
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Kollam, Kerala

PIN: 691508

Phone

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+91 9947830291

E-mail

bineeshak9@gmail.com

Date of Birth

30-10-1997

Gender

Male

Seeking an opportunity to work in challenging environment, learn new skills and enhance the same for company's growth and development.

Education

- 2019 **B.Com Taxation from Kerala University**
Institute of Commerce, Kottarakkara, Kerala
- 2016 **HSE from Higher Secondary Board with 85%**
St. Mary's Higher Secondary School, Kizhakkekkara, Kerala
- 2014 **SSLC from Kerala Education Board with 80%**
St. Mary's Higher Secondary School, Kizhakkekkara, Kerala

Experience

- 2019-Present **Accountant and Billing Representative**
Mass Home Appliances and Mobiles, Kerala, India
- Receive and sort incoming payments.
 - Manage and track incoming payments.
 - Manage account statuses.
 - Regularly update accounts receivable database.
 - Inform clients on their outstanding debts and deadlines.
 - Prepare asset, liability, and capital account entries by compiling and analysing account information.
 - Document financial transactions by entering account information.

Area of Interest

- Credit Sector
- Problem Solving Skill
- Leadership and Communication Skill
- Mutual Funds

Nationality

Indian

Mother

Suja Achankunju

Father

Achankunju J

Languages Known

English, Malayalam

Indian Driving License

25/2635/2016

Passport Number

U2062356

Passport validity

02-03-2020 to 01-03-2030

Software Proficiency

Operating Systems : Windows 7, Windows 8

Software : MS Word, MS Excel, Tally

Computer Knowledge

- Leadership quality
- Comprehensive problem solving abilities
- Excellent verbal and written communication skills
- Ability to deal with people diplomatically
- Willingness to learn team facilitator hard worker

Declaration

I hereby declare that the above mentioned information is correct up to my knowledge and I bear the responsibility for the correctness of the above mentioned particulars.

Date : 16-06-2021

Place : Kerala

(Bineesh A K)