

RESUME

JAICHANDRASEKAR K R
M.com, M.B.A

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OBJECTIVE:

To take a challenging role in growth oriented organization which offers diverse job responsibilities to utilize my exceptional & analytical skill to put organization at the zenith.

ACADEMIC CREDENTIALS:

- M.B.A from SV University passed in 2017.
- M. COM. from Madras University passed in 2012.
- B. COM. from Madras University passed in 2008.
- HSC from Vijayanta Higher Secondary Education, Chennai, passed in 2005.
- SSLC from Vijayanta Higher Secondary Education, Chennai, passed in 2003.

EXPERIENCE:

Two years and two months of working experience in **Exelan Networking Technologies Private Limited** as an Accounts Executive from 01.01.2013 to 07.03.2015.

One year and Eight months working experience in **Cogzidel Consultancy Services Private Limited** as a Senior Accounts Executive from 22.06.2015 to 06.02.2017.

One year and five months working experience in **Green Phase India** as an Accounts Manager from 07.02.2017 to 31.07.2018.

Eight Months working experience in **Jupiter Paper Trading Company P Ltd** as an Branch Accountant 02.01.2019 to 30.09.2019.

Four years and six months of working experience in **DOWC Technologies India Private Limited** as a Senior Accountant from 06.01.2020 to 09.07.2024.

JOB PROFILES:

Roles and Responsibilities:

❖ General:

- Preparation of Balance Sheet, Profit & loss accounts & financial statement.
- Financial reporting of the monthly business to the higher authorities.
- Maintaining of Cash book and Petty cash.

- Liaoning with Purchase, sales, operation and collection.
- Making entries in SAP & Tally.
- Adjustment of payments against the bills for all creditors.
- Identification of advances paid to creditors and adjustment of advances against respective bills.
- Daily reconciliation of bank statements.
- Month end salary processing.
- Regularize all optional entries in the system.
- Party reconciliation.
- Entries for sales, purchase, bank payment & receipt, Journal and any other.
- GST Filing & TDS Filing.
- Accounting Finalization.

AREA OF STRENGTH:

❖ **MIS / Reports:**

- Preparation of financial statements.
- Creditors Ageing and analysis & Debtors ageing and analysis

COMPUTER SKILLS:

Microsoft : MS-office, MS-Word & MS Excel.

Accounting software : Tally ERP & Prime, SAP Business One 8.8 Version, Quick Books, Power BI, etc.

PERSONAL SKILLS:

- Ambitious & Target oriented, Confident & Pragmatic, Hardworking & Sincere.

PERSONAL PROFILE:

Name : Jaichandrasekar K R

Date of Birth : 07th July 1988

Father's Name : Rajendra Babu K

Sex : Male

Marital Status : Married

Nationality : Indian

Language known : English, Telugu & Tamil.

PRESENT ADDRESS:

No: 1146, LIG II, 3rd Block, TNHB, Avadi, Chennai - 600054.

DECLARATION:

I hereby declare that all the details given above are true to the best of my knowledge and belief.

Place: Chennai

Date:

Signature