



JITHIN RAVI

Contact

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Technical Skills

- MS-Office
- MS-Excel
- Tally ERP
- SAP

Personal Details

- Date of Birth-01/12/2000
- Nationality-Indian

Declaration

I hereby that all the information furnished above is true to the best of my knowledge and belief.

About Me

I gather, track, and correct financial data for businesses in order to assist them in making important financial decisions. I am in charge of conducting financial audits, comparing bank statements, and guaranteeing the accuracy of financial records all year long.

Education

- **BCOM CO-OPERATION**
KANNUR UNIVERSITY
- **DIPLOMA IN COMPUTERISED FINANCIAL ACCOUNTING**
GOVT POLYTECHNIC

Work Experience

- **NATIONAL RADIO ELECTRONICS**
ACCOUNTANT
 - Bookkeeping
 - Financial Reporting
 - Financial Analysis
 - Communication
 - Technology Integration
 - Compliance
- **NATIONAL RADIO ELECTRONICS**
CASHIER & BILLING
 - Customer Service
 - Cash Handling
 - Balancing Cash Drawer
 - Maintaining Cleanliness
 - Closing Duties
 - Invoice Generation
 - Accuracy Checks
 - Payment Tracking
 - Record Keeping
- **NATIONAL RADIO ELECTRONICS**
STOREKEEPER & DATA ENTRY OPERATOR
(WAREHOUSE IN-CHARGE)
 - Typing and Documentation
 - Quality Control:
 - Time Management:
 - Data Management:
 - Inventory Management:
 - Order Processing:
 - Stock Organization
- **SS AGENCIES**
Salesman Cum Driver(Par time)