

# **MBA ACCOUNTANT**

## **PREEMA SINTO**



### **Email ID**

**Preemapaul1992@gmail.com**

### **Phone Number**

0557011808

0556998717

### **Visa Status**

Residence Visa on Husband  
sponsorship  
( Nov 2018 to Nov 2020)

### **Present Address**

Muwaileh School Area  
Building Number 3388  
Sharjah , UAE

### **Permanent Address**

Thekkiniyath (H),  
Meladoor P.O,  
Vennoor, Thrissur,  
Kerala, india  
PIN: 680 741

### **Personal Data**

Date of Birth :10 Nov 1992

Age : 26

Sex : Female

Nationality : Indian

Marital Status : Married

Husband : Sinto Kurian

### **Passport Details**

Passport No : S4196346

Place of issue : Cochin

Date of issue :28/06/2018

Date of expiring :27/06/2028

## **CAREER OBJECTIVE**

To pursue a challenging career in the field of Finance and Accounting with Constant Learning and Contribution to an organization, which provides challenging work environment and allows me to grow professionally and as an individual.

## **PROFESSION PROFILE**

- Post graduate in MBA with record of accomplishment of applying practical knowledge that meets business needs while minimizing risks.
- Having work experience in softwares like SAP FICO, Tally ERP, Peachtree,Quick books, SPSS, MS-Excel,
- Good interpersonal, written, and verbal communication skills.
- Good Leadership and Problem Solving skills.

## **EDUCATIONAL QUALIFICATIONS**

Examination	Discipline/ Specialization	School/college	Board/ University	Year	%
MBA	Finance & Marketing	Naipunnya Business School, Pongam,Thrissur	Calicut University	2017	70
B-TECH	ECE	Christ knowledge City, Muvattupuzha	MG University	2014	68
H.S.E	Science Stream	H.C.C.E.M.H.S.S Snehagiri, Thrissur	Kerala State Board	2010	78
S.S.L.C.	S.S.L.C	G.S.H.S.S Meladoor, Thrissur	Kerala State Board	2008	70

## **ADDITIONAL QUALIFICATION & APPLICATION HANDLED**

- SAP-FI-CO
- Tally ERP 9
- Peachtree & Quick books
- Microprocessor 8085, 8086 Microcontroller 8051, PIC

## **LANGUAGES KNOWN**

- To Read, Write: English, Malayalam, Hindi
- To Speak : English, Malayalam, Hindi

## **ACADEMIC PROJECTS ACCOMPLISHED**

- ❖ Major Project in MBA :- A study on financial performance of transformers and electricals Kerala limited (TELK).
- ❖ Minor Project in MBA : - A study on customer satisfaction of mobile service with special reference to BSNL in Thrissur district.
- ❖ Major Project in B-Tech :- Water Environment Monitoring System
- ❖ Minor Project in B-Tech:- Cell phone Based Remote Controller For Water Pump.

## **CORE COMPETENCIES**

- ❖ Ability to deal with people diplomatically and good communication skills.
- ❖ Fast learning, dedication, committed and able to work under pressure
- ❖ Interacting and Networking with People
- ❖ Ability to work in team as well as individually.
- ❖ Ability to understanding and problem solving
- ❖ Flexibility and adaptability to work in any environment

## **DUTIES**

- Examine statements to ensure accuracy
- Ensure that statements and records comply with laws and regulations
- Inspect account books and accounting systems to keep up to date
- Organize and maintain financial records
- Improve businesses efficiency where money is concerned
- Make best-practices recommendations to management
- Suggest ways to reduce costs, enhance revenues and improve profits
- Provide auditing services for businesses and individuals

## **DECLARATION**

I hereby declare that the particulars furnished above are true and correct to the best of my knowledge.

**Dubai**

**14-07-2019**

**Yours faithfully,**

**PREEMA SINTO**