

CARRICULUM VITA

SANJAY NAIR V

Address : **POURNAMI NIVAS, PALLICKAL (P.O),
NOORANADU, PATHANAMTHITTA (DIST),
KERALA, PIN: 690504**
Phone : **+91-8547158450**
Email : **sanjayvnair89@gmail.com**

CAREER OBJECTIVE

To work in an organization which promotes learning and growth where my theoretical knowledge and skills can be applied in practical situations with a challenging approach. Want the platform to use my acquired knowledge and managerial skills to contribute positively to the mission and the vision of the organization.

EDUCATIONAL QUALIFICATIONS

- **S.S.L.C** completed from **C.B.M.H.S** Nooranadu with 75%marks.
- Higher secondary education from **G.B.H.S.S ADOOR** with 64% marks.
- B.COM from N.S.S college PANDALAM .
- M.COM from OK'S college PANDALAM
- Microsoft excel, tally, vat, Excise duty ,peach tree, Microsoft Word

ORGANIZATIONAL EXPERIENCE:

Worked as an Accountant in Priyanka Hero Motors, Pathanamthitta for the period of 7 years and 5 months.

KEY SKILLS

- Communication ...
- Multitasking. ...
- Prioritizing. ...
- Organization. ...
- Technical skills. ...
- Interpersonal skills. ...
- Initiative and problem-solving abilities. ...
- Computer skills: Microsoft Office. Microsoft Office. Spreadsheets. SAP, JAVA , Power Point , EXCISE DUTY, VAT, TALLY , PEACH TREE, Microsoft Access. Quick Books. Email. Web and Social Skills. Graphic and Writing Skills.

STRENGTHS

- Experienced in handling employees and handling jobs with precision and getting the job done in particular time ,having good communication skill and good ability to handle customer and building good reputation with customer and with the employees to achieve company goals
- Experience in giving turnkey solution to the employees and build good report. Have the ability to maintain the target as per weakly/monthly prospect. Lead the team with better working solutions to achieve the company goals.

PERSONAL INFORMATION

Name : SANJAY NAIR. V
Permanent address : Pournami Nivas ,
Pallikkal,
Noornadu (PO) ,
Pathanamthitta (dist),
Kerala, South India -690504
Phone no : 00918547158450
Father's Name : Vijaykumar Kurup
E-mail : sanjayvnair89@gmail.com
Date of Birth : 04/09/1990
Gender : Male
Nationality : Indian
Religion : Hindu
Marital Status : Single
Languages Know : English,Hindi,Malayalam,tamil

DECLARATION

I hereby assure that the above-furnished details are correct to the best of my knowledge and belief.

Place: Pallickal
Date: 16/09/2020

SANJAY NAIR. V