



# Karunya Raphael

ACCOUNTANT

An enthusiastic self-starter with strong communication skills. Proven academic and possess the right technical and soft skills required to propel the organization achieving its goals and objectives.

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📍 Sharjah, United Arab Emirates

## EDUCATION

### Professional Diploma in Computerized Financial Accounting

Infratech, Thrissur

### SAP FICO

Infratech, Thrissur

### Bsc Mathematics

University of Calicut, Malappuram

### Higher Secondary School

Raphel HSS Ollur, Thrissur

### SSLC

St Marys CGHS Ollur, Thrissur

## PASSPORT DETAILS

Passport No: T4680462

Date of Issue: 12/03/2019

Date of Expiry: 11/03/2029

Place of Issue: Cochin

## SKILLS

MS Office

Advanced Excel

Zoho Books

Peachtree

Quickbook

GCC VAT

GST

Tally prime

Vlookup

Hlookup

Financial reporting

Bookkeeping

Accounting software

Bank reconciliation

Payroll Management

MS Word

Power point

Tax preparation

problem-solving

Communication

Adaptability

Teamwork

Ethical judgement

Time management

Data analysis

Flexible

Target oriented

Optimistic

Logical thinking

## PERSONAL DETAILS

Nationality : Indian

Date of Birth : 05/09/1997

Gender : Female

Marital Status : Married

Religion : Christian

Status : Husband Visa

## CERTIFICATES

Professional Diploma in Computerized Financial Accounting

## 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.

## LANGUAGES

English

Full Professional Proficiency

Malayalam

Native or Bilingual Proficiency

Tamil

Professional Working Proficiency