



# NAME OF CANDIDATE

QUALIFICATION IN 2-3 WORDS

## PROFILE

Max 2-3 short paragraphs

## CONTACT



## LANGUAGES KNOWN:

English  
Malayalam  
Hindi

## ACADEMICS

[Degree Name – e.g., Bachelor of Commerce (B.Com)] | [College Name], [University] | [Year of Completion]  
[Professional Qualification – e.g., ACCA / CMA (India)] | [Institute Name] | [Ongoing / Completed in 20XX]  
- Papers Completed: [List if applicable]

## ACHIEVEMENTS

Write all key achievements in academics and extra-curricular

## SKILLS

- Income Tax
- Financial Reporting
- Financial Management
- Indian Accounting Standards
- GST
- International Taxation
- Company Law
- Auditing
- Customs
- Costing
- Valuation
- Due Diligence
- Accounting
- Business Planning and Structuring
- Financial Consulting and Advisory
- Financial Analysis
- Strategic Management
- Advanced Accounting
- Tax Planning and Advisory
- Corporate Law
- FEMA
- MIS

- Tally
- Spectrum, ITR Java Utility, Winman, Tax Cloud
- Prowess
- MS Office Applications
- Leadership
- Presentation Skills
- Negotiation Skills
- Coaching & Mentoring
- Client Management

## PROFESSIONAL HIGHLIGHTS

A summary of your top achievements, strengths, and key skills.

## PROFESSIONAL EXPERIENCE

[Organization Name] | [Role Title] | [Start Month – End Month, Year]  
- [Mention key responsibilities and achievements.]

**REFERENCES TO BE SUBMITTED ON REQUEST**

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