



# SWATHY M S

M.Com Graduate |  
Accounting & Finance

## Contact

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P.O., Ollur, Thrissur, Kerala - 680306

**Location Preference:** Open and  
ready to work in the Koratty area.

## About Me

A highly educated M.Com graduate with a strong academic background in Finance and Marketing. Currently a dedicated homemaker, I possess a solid foundation in accounting principles, financial management, and TALLY. I am a detail-oriented individual skilled in managing records and budgeting, now seeking to transition into a professional accounting role.

## Language

- Malayalam
- English
- Hindi
- Tamil

## Education

**Master of Commerce (M.Com.)**

**Specialization: Marketing**

University of Calicut | Grade A

April 2021

**Bachelor of Commerce (B.Com.)**

**Specialization: Finance**

University of Calicut | First Class  
(Grade B)

April 2019

**Certificate in Computerised  
Accounting (TALLY)**

G-TEC Computer Education |  
Grade A

May 2016

**Higher Secondary Education  
Commerce Group**

State Board of Kerala | Grade A

March 2016

**Secondary School Leaving  
Certificate (SSLC)**

Board of Public Examinations, Kerala

March 2014

## Core Competencies

### Financial Budgeting

Proven ability to manage household finances and expense tracking with high accuracy.

### Computerized Accounting

Proficient in TALLY for efficient digital bookkeeping and financial record-keeping.

### Regulatory Knowledge

Strong understanding of Income Tax Law, auditing principles, and corporate regulations.

### Organizational Excellence

Highly skilled in multitasking and maintaining detailed academic and financial documentation.

## Skills

### Technical

TALLY ERP 9, MS Excel, Financial Statement Preparation.

### Professional

Auditing, Taxation, Budgeting, and Financial Reporting.

### Personal

Time Management, Analytical Thinking, and Creative Problem Solving.

## Personal Details & Interests

**Date of Birth** : 15/01/1998

**Hobbies** : Drawing and Singing.

**Children** : One Son

**Name of Husband** : Nidheesh K P

**Name of Father** : Santhosh M K

**Name of Mother** : Sunitha K N