


1.	Name	K. Soundara Pandian	
2.	Designation	Programme Assistant (Accounts)	
3.	Employee ID		
4.	Department	Accounts Section	
5.	e-Mail Id	soundarks25@gmail.com	
6.	Mobile number	+91-95008 16560	
7.	Educational Qualification	B.Com (General)	
8.	Years of Experience	12 Years ( as on July 2022)	
9.	Work Experience	<ul style="list-style-type: none"> <li>➤ Central Institute of Petrochemicals Engineering and Technology (CIPET) under, Ministry of Chemicals &amp; Fertilizers, Govt. of India. <ul style="list-style-type: none"> <li>• Accounts Assistant Grade III (22nd Feb. 2018 to 14th Sept. 2022)</li> </ul> </li> <li>➤ UK Facility Services Private Limited (UKFS) Deputed at National Institute of Wind Energy (NIWE) under, Ministry of New and Renewable Energy, Govt. of India. <ul style="list-style-type: none"> <li>• Tally Accountant (23rd Jan. 2013 to 21st Feb. 2018)</li> </ul> </li> <li>➤ Roy Varghese &amp; Associates (RVA) <ul style="list-style-type: none"> <li>• Audit Executive (19th Dec. 2011 to 18th Jan. 2013)</li> </ul> </li> <li>➤ R. Janakiraman &amp; Co. (RJ&amp;CO) <ul style="list-style-type: none"> <li>• Audit Assistant (03rd Aug. 2010 to 02nd Dec. 2011)</li> </ul> </li> </ul>	
10.	Courses / Training attended	<ul style="list-style-type: none"> <li>➤ MSME, Govt. of India <ul style="list-style-type: none"> <li>• Project Management Professional (PMP)</li> <li>• GST Practitioner Training</li> <li>• Financial Accounting Expert – Tally Prime</li> <li>• Advanced Excel</li> </ul> </li> </ul>	