

PROFILE



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| Name | Miss. S. JAYASREE |
| Designation | Assistant Accountant |
| Qualification | M.Com., Ms-Office, C++, Tally ERP 9 |
| Age & DOB | 32 & 06.07.1984 |
| Date of first appointment | 01.10.2009 |
| Date of joining in govt service | |
| Date of Retirement | |
| Date of Promotion | - |
| Works Assigned | <ul style="list-style-type: none">❖ Enrichment A/C❖ SF & Management Staff Salary❖ EPF A/C❖ Workload❖ Office Note President & Secretary❖ SF Staff Appointment,❖ SF & Management Staff Reliving Order❖ ML & LLP Letters❖ All Accounts Vouchers Preparation Work. |