K PRASHANTH KUMAR

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# Job Objective:

# To obtain Assistant Manager Position in which I can increase my skills and become a valued member of the team.

# Highlights of Qualifications:

* Vast experience in managing public account for industries and ensuring achievement of all goals
* Experienced in preparation & review of financial reporting.
* Broad financial experience on financial reporting, accounting and Taxation.
* Ambitious, result oriented, analytical person with strong sense of ownership/responsibility.
* Sound knowledge of computer systems and related applications
* Immense ability to coordinate with various corporate levels
* Good accounting and cash management skills
* Proficient in managing work independently
* A result driven, self-motivated and resourceful finance professional with a proven ability to provide key financial insights to top management.

# Professional Experience:

IGI Corporation Pvt Ltd, Bangalore

Assistant Manager Accounts

January2019 - Present

* Managing the cash flow and supervising financial transactions within the company to ensure there are no discrepancies in reports
* Supported the analysis and presentation of all cost proposals ands bids to executive management
* Assisted in management weekly payroll, accounts receivables, and payables
* Prepared daily bank deposits and conduct monthly reconciliations.
* Reported consolidated P/L statements and per project statements to the Managing Director.
* Identified control weaknesses on current accounting procedures and made recommendations to improve accuracy of financial tracking and reporting.

SVT Readymix Concrete, Bangalore

Senior Accountant

July 2016 - December 2018

• Managed accounts payable, accounts receivable and payroll.

• Preparation of final accounts and reporting to MD, Auditors.

• GST returns & TDS calculations.

• Administered online banking functions.

• Monitored and recorded company expenses.

• Financial reports to management.

• Advised on cost reduction and monitoring the loop holes.

Diamond Stone Pvt Ltd, Hosur

Accounts Executive

July 2014 - June 2016

• Recording daily accounting activities and posting entries in tally.

• Stock check and valuation for ensuring availability of raw materials for smooth production.

• Handling bank instruments.

• Preparation of salary statements and disbursement.

Rajesh & Co, Tax Consultants & Auditors, Hosur

Accounts trainee

July 2011 – August 2014

• Booking daily expenses and other accounting activities.

• Petty cash handling.

• VAT assessment, collecting of saleable forms and submitting to department,

• Visiting to client’s office and performing internal audits

# Education:

Master of Business Administration, Specialised in Finance - 2011

Vysya College, Salem

Bachelor of Business Management - 2009

St.Francis DeSales College, Bangalore

HSC in Accounts & Auditing - 2006

RVGHS School, Hosur

SSLC – 2004

RVGHS School, Hosur

# Computer Skills:

* Tally ERP 9
* Microsoft-Office

# Personal Information:

Father Name : Krishnappa

DoB : 26.10.1987

Marital status : Single

Languages known : English, Tamil, Telugu, Kannada & Hindi

I hereby confirm that above furnished details are true to my best knowledge.

Prashanth Kumar. K