

Narsimha Reddy. B

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Sumitra Nagar, Badvel

Kadapa-516227.

Andhra Pradesh

☎: 9010106196

Career Objective:

To work with a reputed institution with a challenging environment and strive towards achieving institution's growth and personal growth through continuous learning.

Technical Skills:

- MS- Office.
- Tally.ERP
- Advanced Excel
- Winman CA-ERP
- E-TDS filing, E-TDS Rectification, GST Returns, Income Tax and Excise Duty Filling.

Working Experience:

- **ACCOUNTANT & SYSTEM ADMIN**
In Narayana Group of Educational Institutions Bangalore from January 2016 to September 2018.
Job responsibilities
Daily Report Generation
Report Analysis
Management Information
- **AUDIT & TAX COORDINATOR**
In Eswar & Co Chennai KK Nagar from November 2019 to June -2020.
Job responsibilities
Preparing daily Audit Schedule
Coordinate with team members and clients
Report generation
Reports sharing to concerned people

Academic profile:

- MBA in finance and marketing pursuing last semester.
- BCOM with computer Application with aggregate 70% in the year 2015 at Sri. Rachapudi Nagabushanam degree College, Badvel.
- PUC in MPC with aggregate of 88% in the year of 2011 at Gowtham jr College, Badvel.
- SSLC with aggregate of 88% in the year of 2009 at Pradeep Highschool, Badvel.

Area of Interest:

- Finance & Accounts
- Costing and Management
- Auditing & Assurance
- Taxation (Direct and Indirect)
- Law Compliance.
- GST –Returns, Audit
- Income tax audit &Returns
- Roc Filings

Personal Skills:

- Excellent academic record.
- Rapid learner with the strong grasping approach.
- Determinant towards the Goal.
- Good Communication & Management Skills.
- Flexible to any kind of Work Environment
- Good analyzing skills and Hard working

Hobbies:

Computer Gaming, Chess, Listening music.

Personal Details:

Name	:	Narasimha Reddy.B
Father's Name	:	Chinnapa Reddy.B
Date Of Birth	:	10-04-1994
Gender	:	Male
Religion	:	Hindu
Nationality	:	Indian
Marital Status	:	Single
Languages Known	:	Telugu, English, Hindi and Kannada

Personal Strength :

- Problem Solving ability
- Honest
- Sincere
- Eagerness to team
- Team Facilitator

Declaration:

I hereby declare that the above mentioned information is correct to the best of my knowledge.

Place: Badvel.

Date: 08-08-2020

(Narasimha Reddy.B)